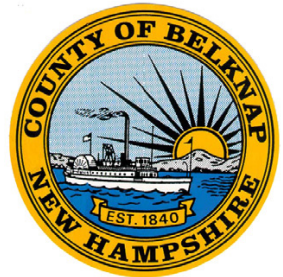


Belknap County New Hampshire



2018 Annual Report





Belknap County Seal

The seal of Belknap County was commissioned in the latter part of 1976, the year of our nation's bicentennial, and adopted in February of 1977. Designed and executed by Mr. Norman M. Dexter of Nashua, who donated his services to Belknap County, the seal includes several symbols important to the county and its history.

Depicted on the waters of Lake Winnepesaukee, the largest body of fresh water in the northeast (which touches the shores of just about every town and city in the county) is the old paddle wheeler Mount Washington. The Mount graced the Big Lake until 1939, when it was destroyed by fire. Yet, to this day it continues to serve as a symbol of the grace, dignity and unique New England character for which the people and the area are known throughout the country. It could be said that the Mount stands for the commerce the Lake has provided for our people, going back to the fishing days of the Indians; for the many recreation and leisure time activities the county has offered its many visitors from throughout the world; and for the great creativity with which the people of Belknap County have used these natural resources to their ultimate advantage and prosperity.

The rising sun – a symbol of hope and renewal as well as the blessings of a patient, graceful Providence – is shown bursting forth over the Mount Belknap, which lies just east of the center in the county. The Mountain is named for Dr. Jeremy Belknap, noted historian, clergyman, and naturalist, after whom the county was named in 1840. Dr. Belknap wrote the first history of New Hampshire, pastored the First Congregational Church at Dover (1766-1786), and founded the Massachusetts Historical Society in 1794.

Originally part of the Strafford County, the County of Belknap was formed by Legislative act in December 1840.

Belknap County, New Hampshire

HISTORY

Form of Government: The County of Belknap, New Hampshire, was established in 1840 under the laws of the State of New Hampshire.

The seat of Belknap County is based in Laconia and provides support to the citizens of ten towns and one city in the form of the following services: Administration, Department of Corrections, County Attorney, Finance, Human Services, Registry of Deeds, Youth Services/Adult Diversion, Maintenance, Nursing Home and Sheriff's Department.

The county operates under the Commissioners (Executive Branch consisting of three elected Commissioners) and Convention (Legislative Branch consisting of 18 elected Representatives) form of Government and provides services as authorized by the State statute.

The three member Board of Commissioners (as mandated by New Hampshire Statute RSA 28) are part time elected officials responsible for overall supervision, custody and care of all county departments, buildings and land, and have budgetary oversight of all county expenditures. They are elected into staggered four and two-year terms by the voters of the districts each are assigned to. The annual county budget is prepared by the Commissioners and Department Heads and submitted to the County Convention for final approval.

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2018 Belknap County Officers

COMMISSIONERS

David D. DeVoy, Chairman
Glen Waring, Vice-Chairman.
Hunter Taylor, Clerk

COUNTY ADMINISTRATOR

Debra A. Shackett

COUNTY TREASURER

Michael G. Muzzey

COUNTY ATTORNEY

Andrew Livernois

SHERIFF

Michael Moyer

REGISTER OF DEEDS

Judy McGrath

SUPERINTENDENT OF THE DEPARTMENT OF CORRECTIONS

Keith Gray

RESTORATIVE JUSTICE PROGRAM DIRECTOR

Mike MacFadzen

NURSING HOME ADMINISTRATOR

Shelley Richardson

ACCOUNTING MANAGER

Lori Sharp

FACILITIES MANAGER

Dustin Muzzey

Belknap County Delegation
(Legislative Delegation) (18)

District No. 1

Center Harbor, New Hampton (1)

Harry Viens

District No. 2

Gilford, Meredith (4)

Glen Aldrich

Harry H. Bean

Deanna Jurius

Jonathan Mackie

District No. 3

Laconia (4)

David Huot

Richard B. Beaudoin

Peter Spanos

Frank Tilton

District No. 4

Sanbornton, Tilton (2)

Dennis H. Fields

Timothy Lang

District No. 5

Alton, Gilmanton (2)

George Feeney

Peter Varney

District No. 6

Belmont (2)

John Plummer

Michael Sylvia

District No. 7

Barnstead (1)

Barbara Comtois

District No. 8

Alton, Barnstead, Gilmanton (1)

Raymond Howard, Jr.

District No. 9

Belmont, Laconia (1)

Charlie St. Clair

Executive Committee

Glen Aldrich-Barbara Comtois

Raymond Howard-David Huot-Timothy Lang

Peter Spanos-Michael Sylvia

Belknap County Directory

Board of Commissioners

Chairman: David D. DeVoy, 34 County Drive, Laconia, NH 03246
Vice Chairman: Glen Waring, 34 County Drive, Laconia, NH 03246
Clerk: Hunter Taylor, 34 County Drive, Laconia, NH 03246

527-5400
Fax: 527-5409

County Treasurer

Michael G. Muzzey, 34 County Drive, Laconia, NH 03246

527-5400
Fax: 527-5409

County Administrator

Debra A. Shackett, 34 County Drive, Laconia, NH 03246

527-5400
Fax: 527-5409

County Attorney

Andrew Livernois, 64 Court Street, Laconia, NH 03246

527-5440
Fax: 527-5449

Register of Deeds

Judy McGrath, 64 Court Street, Laconia, NH 03246

527-5420
Fax: 527-5429

Sheriff

Michael Moyer, 42 County Drive, Laconia, NH 03246

527-5454
Fax: 527-5469

Corrections Superintendent

Keith Gray, 76 County Drive, Laconia, NH 03246

527-5480
Fax: 527-5489

Restorative Justice Director

Mike MacFadzen, 64 Court Street, Laconia, NH 03246

527-5493
Fax: 527-5498

Accounting Manager

Lori Sharp, 34 County Drive, Laconia, NH 03246

527-5400
Fax: 527-5409

Maintenance Director

Dustin Muzzey, 64 Court Street, Laconia, NH 03246

527-5490
Fax: 527-5449

Nursing Home Administrator

Shelley Richardson, 30 County Drive, Laconia, NH 03246

527-5410
Fax: 527-5419

Human Resource Generalist

Deb Laflamme, 34 County Drive, Laconia, NH 03246

527-5400
Fax: 527-5409

Report of the County Commissioners

The Board of Commissioners successfully guided the County through another year of conservative operations. We implemented a more structured reporting system to receive updates from each of our Department Heads on a regular basis. This helps to keep us informed as any issues emerge and allows us to provide timely support in problem solving.

One of our biggest challenges this year was recruitment and retention of our workforce. This statewide issue has certainly impacted the County and we struggle to keep our positions filled.

There were many renovations in the Nursing Home this year, making it feel more like a home and less like an institution for the people who live there. We're proud of the high ratings and many compliments we receive for the services provided by our dedicated staff.

Financially, the County received an unanticipated boost this year in nursing home revenue. We have been assured by the State Department of Health and Human Services that this level of increased revenue will continue for the foreseeable future. This increase in revenue resulted in the first time that Nursing Home Revenue exceeded the cost of running the department! We're hopeful that this will be the beginning of a long term situation that allows for adequate funding for nursing home operations as well as facility maintenance.

Another result of the unanticipated revenue increase is that we are able to begin returning the undesignated fund balance to recommended levels. The Board of Commissioners adopted a policy to retain adequate, but not excessive levels of fund balance in order to improve the County's financial position. We hope to continue maintaining an appropriate level going forward.

We are extremely proud of the men and women who work for the County. Their dedicated service is what keeps the organization running smoothly, efficiently, and with professionalism.

Sincerely,
2018 Board of Commissioners:

David DeVoy, Chairman
Glen Waring, Vice Chairman
Hunter Taylor, Clerk



**Statement of Appropriations and Revenue as Voted
Belknap County**

For the period beginning January 1, 2018 and ending December 31, 2018

Form Due Date: **September 1 (or 20 Days after a Supplemental Meeting)**

This form is to be used by the county to report the voted appropriations from any annual or special meeting. The Clerk of the County Convention and the Chairperson must sign the form and file, as required under RSA 24:24, with the Secretary of State. The completed form must be submitted to the Department of Revenue Administration by September 1 (per RSA 21-J:34) for the Annual Meeting or within 20 days after the vote taken at any supplemental meeting.

CERTIFICATION OF VOTE

This is to certify that the appropriations entered on this form are those voted by the county convention.

Name	Position	Signature
<i>Herb Vadney</i> HERB VADNEY	Chairperson	<i>Herb Vadney</i>
<i>Mark R. Abbeir</i> MARK R. ABBEIR	Clerk of County Convention	<i>Mark R. Abbeir</i>

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:

<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090

<http://www.revenue.nh.gov/mun-prop/>



Statement of Appropriations and Revenue as Voted

Account	Purpose	Article	Appropriations	As Voted
General Government				
4110	County Convention Costs	1		\$18,500
4120	Judicial			\$0
4122	Jury Costs			\$0
4123	County Attorney's Office	1		\$911,073
4124	Victim Witness Advocacy Program			\$0
4130	Executive	1		\$394,362
4150	Financial Administration	1		\$281,691
4151	Treasurer			\$0
4153	Other Legal Costs			\$0
4155	Personnel Administration			\$0
4191	Planning and Zoning (Unincorp. Places)			\$0
4192	Medical Examiner			\$0
4193	Register of Deeds	1		\$382,202
4194	Maintenance of Government Buildings	1		\$585,340
4196	Insurance Not Otherwise Allocated			\$0
4198	Contingency	1		\$150,000
4199	Other General Government	1		\$135,400
General Government Subtotal				\$2,858,568
Public Safety & Corrections				
4211	Sheriff's Department	1		\$2,120,799
4212	Custody of Prisoners			\$0
4214	Sheriff's Support Services			\$0
4219	Other Public Safety			\$0
4230	Corrections	1		\$4,114,374
4235	Adult Probation and Parole	1		\$175,355
Public Safety & Corrections Subtotal				\$6,410,528
County Farm				
4301	Administration			\$0
4302	Operating Expenditures			\$0
4309	Other County Farm			\$0
County Farm Subtotal				\$0
County Nursing Home				
4411	Administration	1		\$11,405,418
4412	Operating Expense			\$0
4439	Other Health			\$0
County Nursing Home Subtotal				\$11,405,418
Human Services				
4441	Administration	1		\$6,538,452
4442	Direct Assistance			\$0
4443	Board and Care of Children			\$0



New Hampshire
Department of
Revenue Administration

2018
MS-42

Statement of Appropriations and Revenue as Voted

4447	Special Outside Services	IDN supplemental	\$1,192,015 *
4449	Other Human Services	1	\$47,905
Human Services Subtotal			\$7,778,372
Cooperative Extension Services			
4611	Administration	1	\$155,275
4619	Other Conservation	1	\$60,000
Cooperative Extension Services Subtotal			\$215,275
Economic Development			
4651	Administration		\$0
4652	Economic Development		\$0
4659	Other Economic Development		\$0
Economic Development Subtotal			\$0
Debt Service			
4711	Principal - Long-Term Bonds/Notes	1	\$98,000
4721	Interest - Long-Term Bonds/Notes	1	\$240,080
4723	Interest on Revenue Anticipation Notes		\$0
4750	Fiscal Agents' Fees		\$0
4760	Bond Issuance Costs		\$0
4790	Other Debt Service Charges		\$0
Debt Service Subtotal			\$338,080
Intergovernmental Transfers			
4800	Intergovernmental Transfers		\$0
Intergovernmental Transfers Subtotal			\$0
Capital Outlay			
4901	Land and Improvements		\$0
4902	Machinery, Vehicles, and Equipment		\$0
4903	Buildings	1	\$178,700
4904	Improvements other than Buildings		\$0
Capital Outlay Subtotal			\$178,700
Depreciation Expense			
4905	Depreciation		\$0
4906	Amortization		\$0
Depreciation Expense Subtotal			\$0
Interfund Operating Transfers			
4911	Transfers to General Fund		\$0
4912	Transfers to Special Revenue Fund		\$0
4913	Transfers to Capital Projects Fund		\$0
4914	Transfers to Proprietary Fund		\$0



Statement of Appropriations and Revenue as Voted

4915	Transfers to Capital Reserve Fund	\$0
4916	Transfers to Trust and Fiduciary Funds	\$0
Interfund Operating Transfers Subtotal		\$0
Total Voted Appropriations		\$29,184,941



Statement of Appropriations and Revenue as Voted

Account	Source	Article	Estimated Revenue Ensuing Fiscal Year
Assessments/Taxes			
3110	Property Taxes (Unincorp. Places)		\$0
3111	Municipal Assessment		\$0
3120	Land Use Change Taxes (Unincorp. Places)		\$0
3180	Resident Taxes (Unincorp. Places)		\$0
3185	Yield Taxes (Unincorp. Places)		\$0
3186	Payments in Lieu of Taxes (Unincorp. Places)		\$0
3187	Payments in Lieu of Taxes		\$0
3189	Other Taxes		\$0
3190	Interest and Penalties on Delinquent Taxes (Unincorp.)		\$0
3191	Penalties on Delinquent Municipal Assessments		\$0
3200	Licenses, Permits, and Fees		\$0
Assessments/Taxes Subtotal			\$0
Licenses, Permits, and Fees			
3220	Motor Vehicle Fees (Unincorp. Places)		\$0
3230	Building Permits (Unincorp. Places)		\$0
3290	Other Licenses, Permits, and Fees		\$0
Licenses, Permits, and Fees Subtotal			\$0
From the Federal Government			
3319	Federal Grants and Reimbursements		\$0
From the Federal Government Subtotal			\$0
From the State of New Hampshire			
3351	Shared Revenue - Block Grant (Unincorp. Places)		\$0
3352	Incentive Funds		\$0
3354	Water Pollution Grants		\$0
3355	Housing and Community Development		\$0
3356	State/Federal Forest Land Reimbursements (Unincorp.)		\$0
3359	Other State Grants and Reimbursements	1	\$490,000
From the State of New Hampshire Subtotal			\$490,000
Revenue from Other Governments			
3379	Intergovernmental Revenues		\$0
Revenue from Other Governments Subtotal			\$0
Charges for Services			
3401	Sheriff's Department	1	\$409,000
3402	Register of Deeds	1	\$935,450
3403	County Corrections	1	\$107,000
3404	County Nursing Homes	1	\$11,009,015
3405	County Farm		\$0
3406	Cooperative Extension Service		\$0



Statement of Appropriations and Revenue as Voted

3407	Maintenance Department		\$0
3409	Other Charges	1	\$12,000
Charges for Services Subtotal			\$12,472,465

Miscellaneous Sources

3501	Sale of County Property		\$0
3502	Interest on Investments	1	\$11,500
3503	Rents of Property	1	\$267,000
3504	Fines and Forfeits		\$0
3505	Escheats		\$0
3506	Insurance Dividends and Reimbursements	1	\$28,000
3508	Contributions and Donations		\$0
3509	Other Miscellaneous Sources	1	\$35,250
Miscellaneous Sources Subtotal			\$341,750

Other Financial Sources

3911	Transfers from General Fund		\$0
3912	Transfers from Special Revenue Fund		\$0
3913	Transfers from Capital Projects Fund		\$0
3914	Transfers from Proprietary Funds		\$0
3915	Transfers from Capital Reserve Fund		\$0
3916	Transfers from Trust and Fiduciary Funds		\$0
3934	Proceeds from Long-Term Bonds/Notes		\$0
Other Financial Sources Subtotal			\$0

Total Estimated Revenues	\$13,304,215
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Budget Summary

Item	Ensuing Year
Total Voted Appropriations	\$29,184,941
(Less) Total Estimated Revenues	\$13,304,215
(Less) Fund Balance to Reduce Taxes	\$1,000,000
Amount Certified to be Raised by Taxes	\$14,880,726

INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners
County of Belknap, New Hampshire

Additional Office
Nashua, NH
Andover, MA
Greenfield, MA
Ellsworth, ME

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the County of Belknap, New Hampshire, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the County of Belknap, New Hampshire's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

The County's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Gunstock Area Commission (a component unit). Those financial statements were audited by other auditors whose report thereon has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Gunstock Area Commission, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion

*To view a full copy of the most recent audit report go to www.belknapcounty.org

on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, based on our audit and the report of the other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the County of Belknap, New Hampshire, as of December 31, 2017, and the respective changes in financial position and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, and the OPEB and pension schedules appearing on pages 53 to 55, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Melanson Heath

April 30, 2018

COUNTY OF BELKNAP, NEW HAMPSHIRE

STATEMENT OF NET POSITION

DECEMBER 31, 2017

	<u>Primary Government</u> Governmental Activities	Gunstock Area Commission (Component Unit - April 30, 2017)
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES		
Current Assets:		
Cash and short-term investments	\$ 3,026,360	\$ 1,818,696
Restricted cash	48,358	-
Investments	-	260,263
Accounts receivable, net	1,214,573	62,728
Due from external parties	12,309	-
Inventory, net	50,282	715,187
Prepaid expenses	-	117,412
Total Current Assets	<u>4,351,882</u>	<u>2,974,286</u>
Noncurrent Assets:		
Capital assets:		
Land	144,829	2,197,595
Construction in progress	7,828,612	9,183
Capital assets, net of accumulated depreciation	<u>7,821,351</u>	<u>12,976,436</u>
Total Noncurrent Assets	<u>15,794,792</u>	<u>15,183,214</u>
Total Assets	<u>20,146,674</u>	<u>18,157,500</u>
Deferred Outflows of Resources - Pension Related	<u>2,091,077</u>	<u>-</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	22,237,751	18,157,500
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES		
Current Liabilities:		
Accounts payable	2,084,935	568,808
Accrued expenses	231,876	291,359
Deposits payable	-	32,965
Other liabilities	4,050	-
Restricted cash liability	3,471	-
Bond anticipation notes payable	8,000,000	-
Current portion of noncurrent liabilities:		
Bonds payable	245,000	905,000
Notes payable	11,640	-
Capital lease payable	40,720	136,357
Compensated absences	<u>406,900</u>	<u>-</u>
Total Current Liabilities	<u>11,028,592</u>	<u>1,934,489</u>
Noncurrent Liabilities:		
Bonds payable, net of current portion	-	5,100,000
Notes payable, net of current portion	12,167	-
Capital lease payable, net of current portion	-	204,527
Compensated absences, net of current portion	117,821	-
Net OPEB obligation	1,611,079	-
Net pension liability	<u>14,589,259</u>	<u>-</u>
Total Noncurrent Liabilities	<u>16,330,326</u>	<u>5,304,527</u>
Total Liabilities	<u>27,358,918</u>	<u>7,239,016</u>
Deferred Inflows of Resources:		
Pension related	740,831	-
Unearned revenue	<u>-</u>	<u>1,565,553</u>
Total Deferred Inflows of Resources	<u>740,831</u>	<u>1,565,553</u>
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	28,099,749	8,804,569
NET POSITION		
Net investment in capital assets	7,926,451	8,837,330
Restricted	50,107	-
Unrestricted	<u>(13,838,556)</u>	<u>515,601</u>
TOTAL NET POSITION	\$ (5,861,998)	\$ 9,352,931

The accompanying notes are an integral part of these financial statements.

COUNTY OF BELKNAP, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expenses) Revenues and Change in Net Position Governmental Activities</u>	<u>Gunstock Area Commission (Component Unit for the year ended April 30, 2017)</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>		
Governmental Activities:					
General government	\$ 2,753,154	\$ 945,412	\$ 80,006	\$ (1,727,736)	
Public safety	2,165,082	377,819	900	(1,786,363)	
Corrections	4,164,230	115,457	65,797	(3,982,976)	
Human services	6,391,431	-	370,791	(6,020,640)	
Cooperative extension	212,216	-	-	(212,216)	
Nursing home	11,322,832	9,723,779	-	(1,599,053)	
Interest	107,039	-	-	(107,039)	
Total Governmental Activities	<u>\$ 27,115,984</u>	<u>\$ 11,162,467</u>	<u>\$ 517,494</u>	(15,436,023)	
Component Unit:					
Gunstock Area Commission	<u>\$ 10,381,539</u>	<u>\$ 11,367,553</u>	<u>\$ -</u>		<u>\$ 986,014</u>
Total Component Unit	<u>\$ 10,381,539</u>	<u>\$ 11,367,553</u>	<u>\$ -</u>		986,014
General Revenues and Transfers:					
				12,963,440	-
County taxes				37,103	3,653
Investment income				299,407	16,912
Miscellaneous				175,000	(175,000)
Transfers, net					
Total general revenues and transfers				<u>13,474,950</u>	<u>(154,435)</u>
Change in Net Position				(1,961,073)	831,579
Net Position:					
Beginning of year				<u>(3,900,925)</u>	<u>8,521,352</u>
End of year				<u>\$ (5,861,998)</u>	<u>\$ 9,352,931</u>

The accompanying notes are an integral part of these financial statements.

COUNTY OF BELKNAP, NEW HAMPSHIRE

GOVERNMENTAL FUNDS

BALANCE SHEET

DECEMBER 31, 2017

	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS				
Cash and short-term investments	\$ 2,180,051	\$ 840,529	\$ 5,780	\$ 3,026,360
Restricted cash	48,358	-	-	48,358
Accounts receivable, net	1,214,573	-	-	1,214,573
Due from other funds	198,639	-	-	198,639
Inventory	<u>50,282</u>	<u>-</u>	<u>-</u>	<u>50,282</u>
TOTAL ASSETS	<u>\$ 3,691,903</u>	<u>\$ 840,529</u>	<u>\$ 5,780</u>	<u>\$ 4,538,212</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 1,871,362	\$ 213,013	\$ 560	\$ 2,084,935
Accrued expenses	227,356	-	-	227,356
Other liabilities	4,050	-	-	4,050
Restricted cash liability	3,471	-	-	3,471
Bond anticipation notes payable	-	8,000,000	-	8,000,000
Due to other funds	<u>-</u>	<u>186,330</u>	<u>-</u>	<u>186,330</u>
Total Liabilities	2,106,239	8,399,343	560	10,506,142
Fund Balances:				
Nonspendable	50,282	-	-	50,282
Restricted	44,887	-	5,220	50,107
Assigned	1,187,333	-	-	1,187,333
Unassigned	<u>303,162</u>	<u>(7,558,814)</u>	<u>-</u>	<u>(7,255,652)</u>
Total Fund Balances	<u>1,585,664</u>	<u>(7,558,814)</u>	<u>5,220</u>	<u>(5,967,930)</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 3,691,903</u>	<u>\$ 840,529</u>	<u>\$ 5,780</u>	<u>\$ 4,538,212</u>

The accompanying notes are an integral part of these financial statements.

2018 Annual Report of the Belknap County Attorney

To the Citizens of Belknap County:

As the County Attorney for Belknap County, I am proud to report on the activities of my office during the past year. Let me begin by saying that I am honored by the trust that has been placed in me by the voters of this County at the most recent election. I will continue to strive, to faithfully carry out the duties of this office, and to ensure the fair and impartial administration of justice in this County.

In my tenure as County Attorney, I have stressed the following key values to my staff, and have made sure that we display these principles in all that we undertake:

- Fairness – to see that the laws are executed fairly and impartially, without fear or favor toward any person, regardless of their social status, political affiliation, race, gender, etc.;
- Integrity – to ensure that our office is above reproach, and that nothing we do creates even an appearance of impropriety;
- Respect – respect for all members of the public who we interact with, including crime victims, defense lawyers, police officers, etc.
- Excellence – to have a complete understanding of the laws and the facts, and to be prepared whenever we enter the courtroom.

As Belknap County Attorney, I work at the direction of the Attorney General, and act in his stead as the chief law enforcement officer for the county. In that capacity, I oversee prosecutions of felony crimes (other than murder cases and certain drug cases handled by the Attorney General's Office) that occur in Belknap County. In my role as County Attorney, I work hand-in-glove with all 11 local police agencies in the County, as well as the State Police, County Sheriff's Office, the Attorney General's Drug Task Force, Fish & Game, State Police, Health and Human Services, Fire Marshalls, Liquor Enforcement, Land and Forests and Marine Patrol.

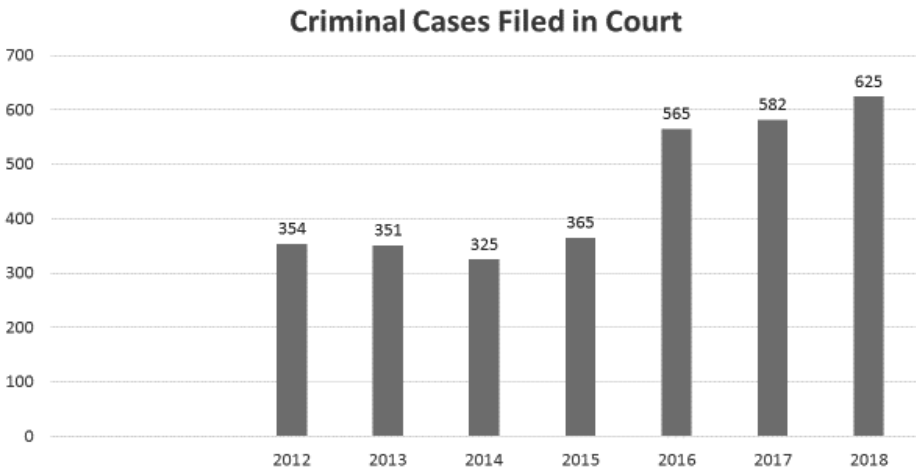
The core and foundation of this office is the team of experienced people who serve the County in a variety of capacities in the office. The team is now comprised of: the County Attorney and four full-time prosecutors, two victim-witness advocates (one of whom has been with the County for almost 25 years); an office administrator (who has been with the County for over 20 years); and two legal secretaries (one is part-time). I am very proud of my staff and the extraordinary work that we do on behalf of the people of Belknap County. We take our jobs in the Belknap County Attorney's Office very seriously and every member of the department is devoted to performing our mission with the highest level of professionalism.

Crime does not stop when the work-day ends. And for that reason, as County Attorney, I am available 24 hours a day, 7 days a week, as a resource to provide legal advice and guidance to those police officers, to answer legal questions, and to respond to serious incidents, such as

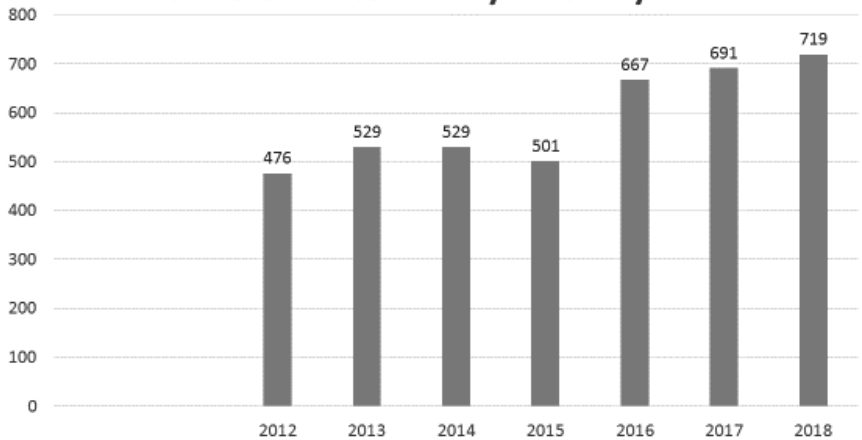
shootings, drug overdoses, and other unattended deaths. My staff and I coordinate closely with those police agencies in the prosecutions of crimes.

The caseload for the County Attorney’s Office has continued to increase during this past year, a trend which shows no signs of abating. This obviously poses challenges to our staff, who have to contend with larger workloads. There are several factors which I believe are causing these increases – one is the set of changes that were made to the court system, known as “Felonies First” back in 2016. As a result of the new system, fewer cases are being disposed of in District Court, and more cases are ending up in Superior Court. The second factor is the ongoing opioid epidemic, which causes not only an increase in the number of drug-related crimes (possession of narcotics, sales of narcotics, etc.), but also an increase in other attendant criminal activity to support addicts’ drug habits (thefts, burglaries, etc.).

The following charts show the increased caseload for our office over the past several years:



Cases Referred to County Attorney's Office



Our office is involved in a number of initiatives to try to deal with the opioid epidemic and the resulting rise in criminal cases. First, in an effort to stop the supply of drugs, we are working closely with our law enforcement partners to try to step up prosecutions of large-scale drug dealers and distributors. In particular, we are trying to better coordinate efforts with the different police agencies to try to identify the sources of drugs into Belknap County and to try to build strong cases against those individuals. Second, in an effort to try to curb the demand for drugs, we are continuing our efforts to get more non-violent offenders whose criminality is primarily fueled by drug addiction into treatment and recovery. In that effort, we are committed to supporting and encouraging the use of non-traditional sentencing systems, such as Drug Court, the CORE program, and the Belknap County Diversion Program to try to help drug addicts into recovery.

As County Attorney, I make every effort to be responsive and available to my constituents, and thus I welcome hearing from any members of the public who have concerns either about my office or about the enforcement of the criminal laws generally. I look forward to continuing to serve the people of this county into the future.

Respectfully yours,

Andrew B. Livernois
Belknap County Attorney



Belknap County Department of Corrections
2018 County Report

Keith C. Gray – Superintendent
Capt. Jamie S. Laramie – Deputy Supt. – Operations

To the Honorable Commissioners of Belknap County, the elected Legislative Representatives of the County Delegation, and to the residents of our community:

This annual report provides me with an opportunity to deliver information about various events that occurred in the Department of Corrections and also to provide insight into the types and numbers of detained individuals that entered our facility in 2018. The County Jail is responsible for providing for the care, custody and control of sentenced prisoners and pretrial defendants court ordered for detention.

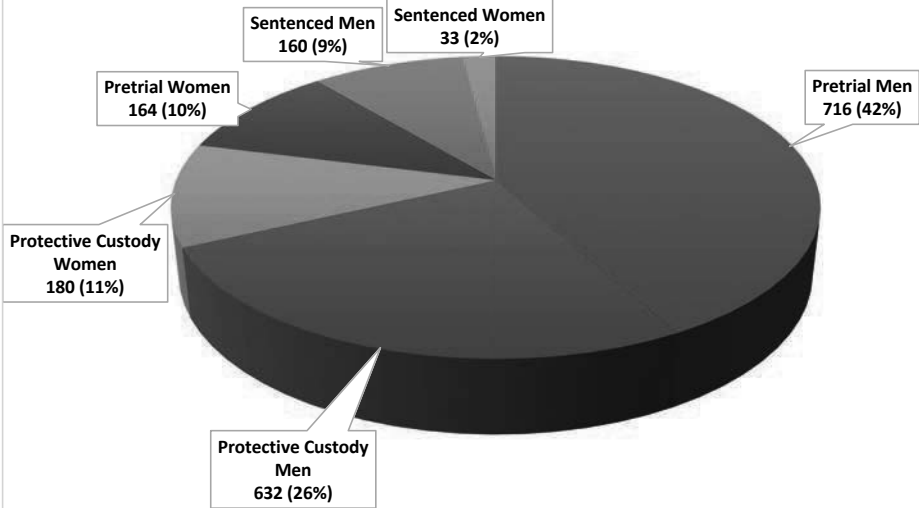
Inmate Information

Inmates held by the Department of Corrections in Belknap County fall into two main categories; sentenced and pretrial. Sentenced inmates have been convicted of either a felony or misdemeanor level offense while pretrial defendants are held in secure custody pending the outcome of their case(s). In accordance with state laws, convicted inmates serve time in county correctional facilities for up to a period of twelve months. Sentences for more than one year requires the prisoner be transferred to the New Hampshire State Prison. Inmates are classified into different categories based upon various criteria such as the seriousness of their offense, medical needs, mental health assessments, educational background and prior criminal activity. Most of the sentenced inmates here are classified as minimum security, while pretrial offenders generally fall into either a medium or maximum security classification. Minimum security inmates are required to perform work detail assignments such as mowing lawns, snow removal, maintenance assistance, cleaning assignments, etc. Medium and maximum security inmates are never allowed outside of the secure perimeter of the facility without escort by a law enforcement official.

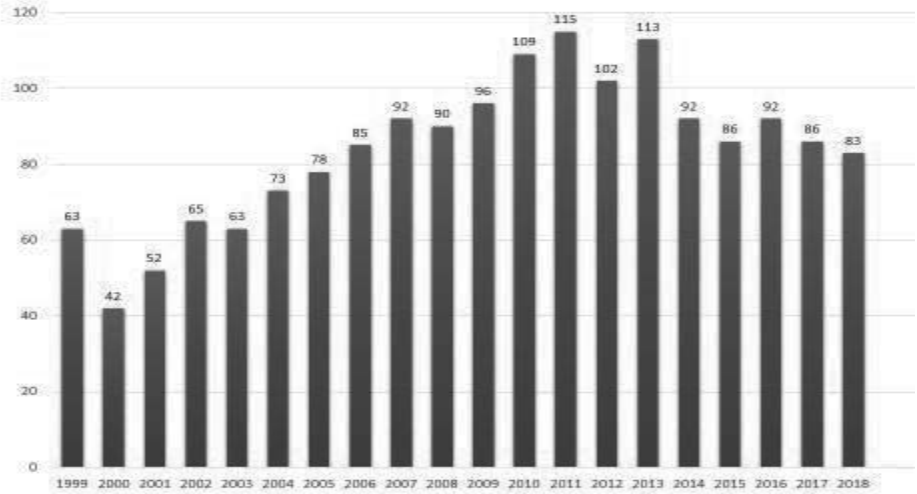
Incarceration Statistics for 2018

The average in-house daily population (ADP) of the County Jail in 2018 was 83 inmates; slightly lower than the ADP of 86 reported in 2017. The total number of bookings in 2018 was 1,705. The number of sentenced prisoners totaled 193 with 160 males and 33 females. Pretrial offenders accounted for 880 bookings with 716 males and 164 females. There were also 632 Protective Custody bookings during 2018 with 452 males and 180 females.

2018 Bookings - 1,705 total



20 Year Average Daily Population Trend



Community Corrections

The Community Corrections Division is responsible for screening and monitoring inmates that qualify for alternative sentencing programs. Belnap County currently has two such programs; Work Release and Home Confinement.

The Work Release program is designed to assist minimum security inmates obtain employment in the community while serving their sentence. The participants are hired by local businesses as employees

and live in the Community Corrections Center. Each participant requires a recommendation from the sentencing court. My Community Corrections staff will then determine if an inmate is appropriate for Work Release. Inmates are assisted with job searches, transportation and money management while in the program.

The Home Confinement program is also known as the Electronic Monitoring Bracelet (EMB) Program. The EMB Program is designed for qualified inmates to wear a GPS ankle device while living outside of the correctional facility. These inmates are also recommended by the sentencing court and screened by Community Corrections staff. The participants live in the community with an approved schedule that they must follow at all times.

Both programs are intended to assist offenders in returning back to their communities as productive citizens while holding them accountable to various requirements determined by the criminal justice community. In 2018, 68 individuals participated in these programs which also generated \$53,122 in revenue to the General Fund for Belknap County. Specifically, the Work Release Program provided \$42,974 while the EMB Program provided \$10,148. Additionally, the EMB Program allows for additional cost savings to the county by eliminating food, clothing, healthcare and laundry requirements for incarcerated inmates.

Programs

Belknap County Department of Corrections offers dozens of different programs to inmates. These programs are designed to provide educational opportunities, lifestyle change, self-improvement and recreational options to incarcerated individuals. In 2018, we received grant funding from the NH Department of Education to participate in a Career and Technical Education program. This was our eighth year of involvement with this grant that provides certificates to those who complete the course. In 2018, 87 certificates were earned by participants. The courses include ServSafe, Servsafe Manager, OSHA-10, Lead Paint Removal and Microsoft Certification. These certifications have assisted inmates in obtaining employment opportunities after their release from custody.

Over 150 volunteers continue to provide their time to make a difference in the lives of incarcerated individuals. Without volunteers, programs such as AA, NA, religious services, reading & writing classes, job skills, art classes and various recreational activities would not be possible. I am regularly impressed with Belknap County residents who support our programming goals by donating their time and efforts to a group of individuals in dire need of change. Many of our inmates have lost hope and severed ties with family and friends due to inappropriate choices. Through programming, we are able to expose many inmates to new ideas and ways to improve their outlook on life. The Department of Corrections is committed to making every attempt to correct poor behavior and return offenders to their communities as productive citizens. Our programs here in Belknap County have contributed significantly to our goals of lowering recidivism and providing healthy options to our inmate population.

Corrections Opportunity for Recovery & Education

Our Community Corrections Center (CCC) had its first full year of operation in 2018. Inside of the CCC are sentenced inmates that have been court ordered to participate in the Corrections Opportunity for Recovery & Education (CORE) Program. The CORE program is designed to provide an opportunity for participants to realize and maximize their true potential through evidence based treatment, counseling and educational services. These participants have been identified as being at high-risk to re-offend due to substance dependency. Each participant receives services tailored towards their particular needs with a goal of returning each person back to the community with a life-long plan for recovery. In 2018,

31 inmates participated in CORE which includes a Work Release and Home Confinement component along with 12 months of aftercare services with continued supervision through the Probation & Parole Department.

2018 Reflection

Each year sees long-time county employees depart after serving our community. In 2018, Jan Watson retired after serving 29 years as a Correctional Officer. Jan saw many changes during her time in Belknap County, but these things remained constant... she was firm but fair to the inmates and could be counted on by her co-workers in a crisis. Also, Don LeMay retired after almost 21 years of dedicated service to the Department of Corrections. Don was our first Community Corrections Officer and was directly responsible for developing our policies and procedures used to manage inmates approved for the Electronic Monitoring program. We all wish Jan and Don a long and healthy retirement!

I am honored to serve as the Superintendent of this Department. I see firsthand the commitment by my officers and staff to improve the quality of life for the incarcerated individuals remanded to the Department of Corrections. The citizens of Belknap County should know that these dedicated professionals work together as a team to provide a valued service to our community. With all sentenced inmates scheduled for a return to their homes, it is our duty to release them in a better condition than when they arrived. Through education, counseling, medical treatments and other services, I am proud of the work this department accomplishes.

Respectfully submitted,

Keith C. Gray

Keith C. Gray
Superintendent

Belknap County Sheriff's Department

2018 County Report

Mike Moyer – Sheriff

David Perkins - Chief Deputy

William Wright – Criminal Sergeant

Robert Nedeau – Civil Sergeant

Dispatch Supervisor - Cheryl Keenan



"A tradition of Excellence in County Law Enforcement for Over a Century"

By state law, The Sheriff's Department is a full-service law enforcement agency like any other in New Hampshire. However, the Office of the Sheriff is responsible for additional duties that are unique to the Sheriff's and his Deputies. These duties are provided by a group of dedicated deputies, communication specialists, court officers and civilian personnel. 2018 was a particularly tough year, as we were working with unanticipated budgetary restrictions. All of our employees were able to work together and get the job done. A summary of the various divisions, and related responsibilities and accomplishments for 2018 are highlighted below.

CIVIL PROCESS

The Sheriff's Departments are the only law enforcement agencies in New Hampshire with the authority to serve civil process, consisting of legal documents requiring service and return. This includes subpoenas, writs, landlord-tenant documents, property attachments, petitions, motions, ex-parte court orders, and evictions. Many of these legal proceedings involve sensitive and potentially dangerous situations such as domestic violence and other restraining orders, forced evictions and custody orders. Deputies involved in these matters conduct themselves with sensitivity and professionalism. The Department also generates revenue from the service of process throughout Belknap County.

TOTAL CIVIL PROCESS SERVED 2018: 2,796

FEES COLLECTED/RETURNED TO COUNTY 2018: \$100,903.56

PRISONER TRANSPORTS

The Sheriff’s Department is responsible for the transportation of persons incarcerated anywhere in the State of New Hampshire who are ordered to appear in a court of jurisdiction within Belknap County. This includes transports to and from other county jails, State Prison facilities in Concord and Berlin, local and in state medical facilities, motor vehicle hearings and other events. The Sheriff is also statutorily required to transport person to the New Hampshire State Hospital or other appropriate facility pursuant to any Involuntary Emergency Admission (IEA) proceeding. Lastly, we arrange for transports of wanted persons who are located in other states and coordinate extradition proceedings.

TOTAL TRANSPORT 2018:	2456
TOTAL IEA TRANSPORTS (CIVIL) 2017:	72

CRIMINAL INVESTIGATIONS

The Criminal Investigation Division is staffed with investigators highly trained and experienced in crime scene processing and reconstruction, evidence processing, forensic interviewing, photography and the use of other specialized equipment. The Criminal Division consists of (3) Detectives and (1) Detective Supervisor (Sgt.). The detectives responsibilities are as follows: (1) Detective is assigned to the NH Joint Fugitive Task Force and is the primary responder for the department’s Criminal Warrants; (1) Detective is assigned as the primary contact for Jail related incidents and crimes, as well as the primary sexual assault investigator, prosecutor, and is a Sexual Assault Resource Team member; (1) Detective is assigned to respond to civil/family court warrants and various investigation assignments, and is assigned as a Belknap County Drug Task Force Investigator. The supervisor conducts various investigations and assumes the more complex/sensitive investigations (e.g.: internal affairs, County Attorney Investigations, Court Investigations) and is the commander of the Belknap County Drug Task Force . They conduct a majority of the county background investigations for the County Attorney’s Office, County Administration and Sheriff’s Office. They are also the main point of contact for any crimes/incidents that occur on the Gunstock property, and are a direct resource to the Courts.

Totals for Criminal Division Employees Only:

Arrests: **335** (Total BCSO arrest for year 2018: **445**)
Offenses: **181** (Total BCSO Incidents/Offenses for 2018: **213**)
Citations: **43**
Accidents: **4**
Civil Paperwork: **54**
Transports: **291** (includes Extraditions conducted specifically by Detective)
Calls for Service: **959**
Extraditions: **6** (coordinated, not all were conducted by Detectives)

COMMUNICATIONS

The communications center provides services for nine towns in Belknap County as well one contracted town in Merrimack County (Northfield). In addition to the local towns, the communications center takes calls and dispatches for the local Fish and Game Officers, Liquor Investigators, Medical Examiners and County Attorney's Office. The communications office is in operation 24 hours a day, 365 days a year. They provide State Police Online Telecommunication Systems (SPOTS) services for agencies without a dedicated SPOTS terminal. The communications center also relays information to the local patrol officers and agencies to ensure efficient and timely response to emergencies and request for services.

DISPATCH CALLS FOR SERVICE 2018: **44,177**

CALLS FOR SERVICE (BCSO) 2018: **7,308**

CRIMINAL HISTORY REQUEST 2018: **2,850**

LOG NOTES 2018: **67,471**

COURT SECURITY

The Sheriffs are required to provide security at the various state courts within their respective counties. For us that would be the Belknap Superior Court and Probate Court. The Sheriff is also responsible for custody and control of prisoners appearing at the New Hampshire 4th Circuit Court (Laconia District Court). In 2017 the Drug Court was moved to the Superior Court giving our deputies more responsibilities there. A significant part of the responsibilities of the Court security Staff is screening persons entering the facility to ensure that no dangerous or illegal weapons, materials or devices are brought into the court house. A summary of the items screened is shown below:

ITEMS	TOTAL	ITEMS	TOTAL
HANDGUN	0	KUBATON	3
AMMO/ROUNDS	0	SCREW DRIVER / WRENCH	1
AMMO CLIPS/MAGAZINES	0	MACE/CHEMICAL AGENTS	18
KNIVES	151	UMBRELLA	15
UTILITY KNIFE	5	WISE GRIPS	0
RAZOR	2	LEATHERMAN / MULTI-TOOL	16
SCISSORS	7	P-38	2
KNITTING NEEDLES	0	SYRINGE	1
SAFETY PINS	0	CHAIN	0
HANDCUFF KEYS	2	NAIL FILE	3
BRASS KNUCKLES	0	WIRE CUTTER	0
THROWING STAR	0	OTHER ITEMS *	10

* Refers to articles such as radios, recording devices, and cameras etc. that were taken and returned.

BELKNAP REGIONAL SPECIAL OPERATION GROUP

The Belknap County Operations Group (BRSOG) is now in its 17th year of operation. The BRSOG is comprised of highly trained law enforcement officers, emergency medical professionals and communication specialist from various agencies throughout Belknap County. Once selected, all team members undergo regular, intensive and demanding training. Team members are prepared for immediate response 24 hours a day.

Critical Incident Activations: **6**

In conclusion, I would like to thank the County Commissioners for recognizing the important work the agency does day in and day out.

Respectfully submitted,

Mike Moyer

High Sheriff of Belknap County



Belknap County Restorative Justice

2018 Annual Report

The year of 2018 has been another successful year for the Restorative Justice Department. We have been working with the public schools in Belknap County for early intervention with kids identified as having issues with or struggling with alcohol, Marijuana and vaping. The problem with vaping has become a big problem effecting most of our schools and kids from all backgrounds. The health risks from vaping are just becoming known and this is a problem that most of the country is experiencing.

The pre-trial services program has been transferred to the Community Corrections program and has been a success. We continue to work closely with the Pre-Trial Services Coordinator as many of the pre-trial clients become diversion clients.

The Recovery Court program is another program that we continue to be part of. As a team member we participate in providing support, recommendations and other information to set the goals for participants to be successful in the program and with their recovery.

The Restorative Pay Day Food Drive continues to be a success and we have collected and donated a large amount of non-perishable food and personal hygiene items to the food pantries in the area. We have had specific drives for New Beginnings Women's Shelter, the Got Lunch Program and the Boys and Girls Club, which have been very successful, to support these particular programs.

Community Service is a major component for both our Adult and Juvenile clients. During 2018 we had 1840.5 hours of community service. These community service projects consisted of a Pay Day Food Drive, gardening and cleanup projects throughout the county, assistance to elder members of the community with Spring and Fall cleanup projects, moving projects as well as several projects here at the county complex. The total represents an increase of volunteer hours of almost 600 hours over 2017.

During 2018 we saw 75 total NEW referrals. These consisted of 17 juvenile, 13 adult misdemeanor, 34 adult felony, and 11 education only referrals. We are currently serving 68 active clients consisting of 3 education only, 19 Juvenile, 15 misdemeanor, and 31 felony clients. We are currently tracking 83 successfully completed clients. Only 14 of them have been re-arrested during the tracking period which is at the one, three and five year anniversary date of their program completion.

Our Juvenile Diversion program just completed the recertification for accreditation with the NH Juvenile Diversion Network. We were successfully recertified and accredited. Our recidivism rate for 2018 has not yet been released but it is expected to be similar to 2017.

We continue to look forward to working with our partners in the Corrections Dept., County Attorney's Office, law enforcement, the public schools and other community

organizations in Belknap County, in the coming year to reduce crime, provide early intervention programs and make our communities safer.

Respectfully Submitted;

Michael A. MacFadzen, Director
Belknap County Restorative Justice

Belknap County Nursing Home
Annual Report 2018

To the Honorable Commissioners of Belknap County, the Elected Legislative Representatives of the County Delegation, and to the residents of Belknap County:

Belknap County Nursing Home continues to provide service to the people of the Lakes Region since 1835. The Belknap County Nursing Home has a bed census capacity of 94 residents providing twenty-four hour care seven days a week. The facility offers traditional Long Term Nursing Care and Skilled Care allowing residents to utilize their Medicare benefit and have up to a 100 day Rehabilitative stay thus allowing them to return home. A combination of approximately 155 full or part-time employees render care and provide facility operations through the following divisions: Activities, Administrative, Dietary, Housekeeping, Laundry, Maintenance, Nursing and Social Services. Belknap County also provides Physical Therapy, Occupational Therapy and Speech Therapy services along with a collaborative Restorative Nursing Program.

The overall census for 2018 held steady with an average census of 90 residents per day. This represents a daily occupancy rate of 90%. The Belknap County Nursing Home served a total of 110 admissions in 2018. Belknap County accepts Private pay, Medicare and Medicaid payment resources.

The Belknap County Nursing Home annual inspection survey was performed in October by the New Hampshire Department of Health and Human Services. The Belknap County Nursing Home rates 5 Stars overall in the Center for Medicare and Medicaid 5-Star rating system. This rating is based on Staffing levels, Care-Quality Indicators, Number of Registered Nurses and Health Inspection Scores. In addition, 74 NH Nursing Homes were recognized in U.S. News and World Report; Belknap County Nursing Home was one of twenty that was awarded Overall Top Performing in NH. Once again, Congratulations to staff for their hard work, participation and commitment to quality care for our residents.

One of the goals set forth by the Belknap County Nursing Home was to implement electronic medication administration records (eMAR) in the Nursing Division. This program was successfully implemented.

Belknap County welcomed back students from Lakes Region Community College Nursing and Licensed Nursing Assistant programs along with the Huot Center of Laconia LNA program and Plymouth High School LNA Program. Belknap County Nursing Home ran their own LNA Program with Clinical Careers Instructors. We had 7 students participate and we are looking forward to their completion and working at Belknap County Nursing Home.

Some notable events during this year residents and staff participated in:

- Belknap Buzz news articles updating the community to our "goings on" in the Laconia Daily Sun
- Environmental Committee within the facility continues to enhance and strive for a more "homelike environment"
- Painting and Art Classes for residents
- Nursing Home Week Activities
- 50's Night Soda Shoppe Social with "The Rockin' Daddios"
- Wii Bowling Teams with residents and staff partners
- Training and In-Services on the mobile iN2L resident computer system tailored for individual and activity group projects
- Monthly Resident Spotlight Article

- Monthly Shooting Star for Employee Recognition
- First Easter Egg Coloring and Easter Brunch
- Third Annual Christmas Tree Lighting Ceremony in our courtyard
- Annual Holiday Craft Fair
- Employees of BCNH volunteered for the Annual Greater Lakes Region Children's Auction Dec. 6th
- Music & Memory Oldies Night
- Residents visited the Haunted House at Carroll County Nursing Home.
- Residents visited the Senior Center a few times over the summer.
- Residents went to Gilford High School to see the play "Les Miserable"
- BCNH participated in a Live Emergency Preparedness Drill with local Emergency facilities.
- Belknap County is collaborating with John Beland of Winnepesaukee Public Health Network/Partnership for Public Health, investigating becoming a closed Point of Distribution (POD).
- Mandatory In-service Training Requirements:
 - o Abuse and Neglect (Resident Rights)
 - o Infection Control
 - o Fire Safety
 - o Dementia training

As we look to the future, Belknap County Nursing Home will focus on the following requirements and projects:

- Engagement in the continued education and training for the rules of participation that have been established by the Center for Medicare and Medicaid Services (CMS) timeline of 2017-2019
- Preparing and educating our facility for the Patient Driven Payment Model (PDPM), payment and reimbursement model set to go in effect for October 1, 2019.

The Belknap County Nursing Home continues to take pride in providing care and receiving support from the community it serves. We strive to manage and provide care in the most financially responsible manner possible aligning our goals of positive resident outcomes and relying on effective and efficient focuses. Belknap County Nursing Home continues to maintain our mission statement, "To care for our residents, as ourselves, with compassion, dignity, and respect."

Respectfully submitted,



Shelley Richardson R.N., BSAS., NHA

Belknap County Registry of Deeds
2018 Annual Report

To the Honorable Commissioners, Delegation Members and Taxpayers of Belknap County:

The Register of Deeds is responsible for the management and protection of the public land records and the documents it contains pursuant to NH RSA 478:1. This relates to the buying and selling of property in Belknap County.

Many types of documents are recorded in this office including deeds, mortgages, liens, and attachments as well as survey plans, easements, condominium declarations and by-laws that become part of the permanent chain of title for the property. The documents for Belknap County date back to 1765 when we were part of Strafford County. Records are preserved on microfilm as this practice continues to remain the most reliable and recommended form of archival preservation in addition to back-up of records to file servers.

The Registry of Deeds has been successfully accepting documents for recording electronically since November 2016. The number of documents submitted this way continues to increase. Approximately 43% of recordings were received by e-recording in 2018. This is a cost-effective convenience for the users of the Belknap County Registry of Deeds.

I would like to remind property owners of Belknap County that property fraud continues to be a fast growing white-collar crime. The Registry offers Property Fraud Alert protection through our vendor, Fidlar Technologies. This free service can be accessed through our website at www.nhdeeds.com.

Total volume of records recorded in 2018 remains consistent with the overall count from 2017. A total of 13,987 documents were recorded in 2018, which is only 23 fewer documents than in 2017.

Revenue generated by the Registry of Deeds is primarily derived from the Real Estate Transfer Tax (RETT), as well as Recording Fees, Surcharge Fees and Copy Fees. The Registry receives a 4% commission on the State of New Hampshire Real Estate Transfer Tax (RETT) and LCHIP Fee (Land and Community Heritage Investment Program). Revenue to the county for 2018 is as follows:

RETT 4% Commission & Recording Fees	\$908,259.00
Surcharge Fees	\$ 27,094.00
LCHIP 4% Commission Fee	\$ 9,956.00
Deposit Interest	\$ 509.00
TOTAL	\$945,818.00

The operating cost of running the office, which includes salaries, was \$363,287.00. The balance of approximately \$580,000.00 was contributed to the Belknap County County's General Fund.

I would like to thank full time staff members Caitlin Robertson & Terry Folsom, as well as part time staff member Cindy Beede, for their teamwork, dedication, and attention to detail that the office demands. It is a pleasure to work with these individuals each day. I would also like to thank the Belknap County Board of Commissioners, Belknap County Delegation and the Belknap County Administrative team for their continued assistance and support throughout the year.

Respectfully submitted,

Judith A. McGrath

Register



Delegation Meeting Minutes **January 22, 2018 at 7:00 pm**

Chair Vadney called the Belknap County Delegation meeting to order at 7:00 pm on the above date at 34 County Drive, Laconia, NH. Representative Lang led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Comtois, Fields, Fraser, Howard, Huot, Lang, Plumer, Spanos (@7:20pm), St. Clair (@7:25pm), Sylvia (@7:34pm), Tilton (@ 7:20pm), Vadney and Varney.

Absent: Representative Silber.

Rep Vadney recessed the meeting for 15 minutes at 7:10pm due to Rep. Spanos, Tilton, Huot and St. Clair being at the Laconia City Council meeting.

Rep Vadney reconvened the meeting at 7:25pm.

Minutes: M/Lang, S/Fields to approve all minutes. Unanimous. **Motion passed.**

2018 Budget:

Revenue-County Administrator Shackett handed out a budget sheet to show expenditures and revenues for 2017 as of today. Rep Lang stated the Nursing Home revenue was down in 2017. Commissioner Waring stated the expense report is opposite that the accounting system reports over revenue as a negative.

Commissioner DeVoy stated when the budget was put together the year wasn't done and they did their best guess. Rep Howard asked if the projection of \$11million included the Town/City taxes collected. County Administrator Shackett stated the amounts for 2017 were in there. Rep Lang stated the revenue should be increased to match the amount received in 2017. Rep Comtois asked what the actual amount written off was. Commissioner DeVoy stated everything 2014 and back was written off. He stated the previous Boards had accumulated bad debt and never wrote anything off. Rep Spanos stated it is highly unlikely that anything over 12 months would be collected. Nursing Home Administrator Richardson stated it depends on the bill. She stated they had received payments back to 2015.

M/Lang to adjust NH Admin revenues to equal 2017 so the 2018 revenues would be \$9,631,500. S/Varney. 14-1 Abear opposed. **Motion passed.**

M/Abear appropriation of \$29,055,233 as articulated in the Commissioners budget. Revenue \$11,726,200 no fund balance to be used and the amount to be raised by taxes of \$17,329,033. S/Comtois.

Discussion-Rep Abear reviewed the numbers compared to the 2017 budget actuals. He stated the Commissioners budget moves the Convention legal to admin legal. Rep Tilton stated up until about 4 or 5 years ago what is being proposed is how it was done for legal. Rep Huot asked if there is a line that has no appropriation if it stays in the budget or is eliminated. County Administrator Shackett stated after 2 or 3 years of an account having a zero balance it will drop off. Rep Lang asked if a budget is passed can money be transferred into an account that has a zero balance. County Administrator Shackett stated it could. Rep Lang stated a vote was taken to increase revenues and asked how that changed if the motion on the table passes. Rep Vadney stated if the current motion fails then Rep Lang's motion stays.

Rep Abear called roll: Abear-N, Aldrich-N, Comtois-N, Fields-N, Fraser-N, Howard-N, Huot-N, Lang-N, Plumer-N, Spanos-N, St. Clair-N, Sylvia-N, Tilton-N, Vadney-N and Varney-N.

Motion failed.

Rep Sylvia stated they will need to discuss transfers and line items. He stated his opinion is that department level budgeting is better than trying to do individual line items.

M/Abear to appropriate \$26,883,334. Rep Lang stated this is level funding based off the 2017 numbers to include encumbrances. County Administrator stated the Executive Committee requested a report on the 15th and the 2017 year was not complete. She stated the reports handed out tonight are more accurate.

Rep Spanos stated any type of level funding is not responsible. Rep Tilton stated if there is a grant then there need to be an appropriation.

Rep Abear withdrew his motion.

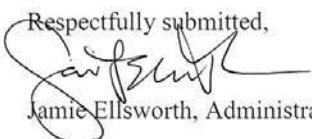
Rep Sylvia stated he had a set of numbers and asked if copies could be made. He stated he appreciated the good work the Commissioners had done. Rep Sylvia stated the numbers he is proposing is departmental totals and the individual line item detail was at home. Rep Tilton asked if the line item detail could be sent the members.

Rep Lang asked where the Gunstock MOA stood. Rep Howard stated Gunstock is not agreeing to give a dime. Rep Lang asked if the Committee should be changed and have a new set of members. Rep Vadney stated this topic should be brought up at a different time.

Rep Huot suggested the meeting adjourn until next Monday night to weigh out the differences.

Adjourn: M/Huot, S/Spanos to adjourn at 8:46pm.

Respectfully submitted,



Jamie Ellsworth, Administrative Assistant



Delegation Meeting Minutes **January 29, 2018 at 7:00 pm**

Chair Vadney called the Belknap County Delegation meeting to order at 7:12 pm on the above date at 34 County Drive, Laconia, NH. Representative Spanos led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Comtois, Fields, Howard, Huot, Lang, Plumer, Silber, Spanos, Tilton and Vadney.

Absent: Representative Fraser, St. Clair and Varney.

Minutes: M/Lang, S/Fields to approve the minutes of 12/18/17 & 1/22/18. Rep Silber abstained. **Motion passed.**

2018 Budget: Rep Vadney stated they would be reviewing three different budgets.

At 7:14pm Rep Vadney opened the meeting to the public.

Allida Millham, Laconia stated she was concerned about the process for the budget. She stated if you are going to take responsibility with making a new budget you need to work with Commissioners and Department Heads.

Howard Chandler, Laconia stated the work you do tonight for the nursing home budget starts in Concord. He stated you are doing a double disservice cutting in Concord and then cutting in the County budget. Mr. Chandler stated this is nothing short of neglect and it is about people's lives.

Richter Mark, Meredith stated the Commissioners budget should be approved.

Mathew, Gilford stated the recovery court program saved his life. He stated he is very involved with the community now.

Sonya, Laconia stated she had been in and out of jail over 10 years and is very grateful for the programs.

Judy, Laconia stated she is a retired educator and volunteer with Stand up Laconia and Laconia PD. She stated the CORE program is so important. She asked that they take into consideration the lives that are saved by the programs and that she has lost 5 previous students to heroin.

Jacqui Abikoff, Exec. Director of Horizons in Gilford-provides services to jail and helps with CORE program at the DOC. She stated treatment works and the cost of repeat offenders is expensive.

Dave Parisi, Laconia spoke about the great work that is being done. He stated lives are being saved.

Phil Spagnuolo, Laconia a founding member of Navigating Recovery. Stated you can see the difference that the CORE program is making in people's lives and that there is proof all over the state that this works. He asked the Delegation to consider the changes that can be made in people's lives.

MaryEllen Boudman, Laconia teaches art at the department of corrections. She stated three inmates have made it to the art institute in Manchester.

Ken Orton, Tilton-reviewed the suicide rates for different ages. He stated there is a need for supportive agencies. Mr. Orton stated we know what works and what doesn't.

Amy Beaudoin, Laconia stated she is a volunteer with Stand Up Laconia and they are very supportive of the agencies. She stated the support of everyone is needed to bridge the gaps in the community.

Pat Kiefer, Laconia is also a SUL volunteer, used to volunteer at State Prison when it was in Laconia and could see a difference in the inmates when the programs were cut. He stated overall the Delegation budget is down and it looks like the Jail and Sheriff are getting the brunt of the cuts.

Eric Adams, Prevention Enforcement Treatment Officer for Laconia PD stated he was there to show support. He stated when the program first started in the County there were not the resources that are available today. He stated he has worked with over 242 clients in Belknap County. Mr. Adams stated cutting programs out of the Corrections budget and staff out of the Sheriff is not the answer.

Patrick O'Reilly, Tilton and employee at the Community Corrections Center stated the individuals here tonight look the best he has seen in a long time. Mr. O'Reilly stated they have one inmate who was in prison for almost 8 years and he stated the CORE program is harder than prison.

Richter Mark, Meredith stated the outside agencies need to be funded and the Commissioners proposed budget be passed.

Amy Beaudoin, Laconia read two letters from supporters of budget.

Jacqui Abikoff spoke about Community Health Services Network. She stated it has brought additional help to the community to help individuals when they get out of CORE and is a supplement to the jail.

Rep Vadney closed the public hearing at 7:44pm.

Commissioner DeVoy stated there were three budgets given tonight and have not had time to review them. He stated two of the budgets don't cover the increase in HHS.

Commissioner Taylor stated they were aware that there were three budgets in the works and they did not come from out of the blue. He spoke about communication outside of meetings and the open meeting law. Commissioner Taylor stated the public and Commissioners deserved an explanation.

Rep Vadney stated that Rep Abear, Lang and Sylvia were thinking budgets that were done independently.

Rep Lang stated he had worked on his budget at home Saturday night at 9pm. He stated he had spoken to Marc and Herb about budget philosophy.

Commissioner Taylor stated if he was wrong he apologizes.

Rep Huot stated there needs to be a deadline of submissions for proposed budgets with a few days for people to review and then meet. He stated everyone talks about the opioid crisis and this is where the rubber meets the road. Rep Huot stated us as a County need to develop a comprehensive approach to the problem and have coordinated results.

Rep Lang stated it would probably be appropriate to have each individual that prepared a budget talk about their philosophy.

Rep Sylvia stated his budget is based on historical facts not inflated numbers. He stated the tax increase is just under 11%. Rep Sylvia stated his budget is realistic and workable.

Rep Comtois asked if they could talk about how each Representative came up with their revenue figures. Rep Abear stated he accepts the revenue that was voted on last Monday. Rep Sylvia stated his most significant change is the \$175,000 from Gunstock. He stated there currently is no MOU with Gunstock but was sure when they want a RAN they'll have an agreement. Rep Lang stated his numbers are the actuals from 2017.

Rep Abear explained the philosophy of how he came to his proposed budget. He stated it reduces the Commissioners request by about \$1million. Rep Abear stated his approach is to take layoffs off the table and that he has answered many questions about layoffs. He stated wages and benefits increased by about 6.5% over 2017 level. Rep Abear stated he has designated a no hiring freeze meaning no new positions in 2018.

Commissioner DeVoy stated overtime is used because there are vacant positions.

Rep Lang stated he looked at what was expended and what was budgeted in 2017 to come up with 2018 numbers. He stated no new positions except the grant funded County Attorney position. Rep Lang stated he took out the Nursing Home boiler and put in the \$10,000 to repair

it and dropped the Sheriff's new cruiser request to three. He stated the tax increase would be 16.87%.

County Administrator Debra Shackett stated in the nursing home dietary budget there is a credit for food that the kitchen prepares for the jail and that number should be the same in the jail budget.

Rep Plumer asked if it would be possible to put all three budgets side by side. County Administrator Shackett stated it would show the 2017 revised budget, 2017 spent to date, Commissioners recommended budget and three proposals.

Rep Silber requested that all the budgets be posted on the website so the public can see what we are looking at.

Rep Spanos stated the 3 different budgets are still substantially higher than last year's budget.

Rep Huot stated now that we agree the Commissioners are going to submit a spreadsheet we should talk about a plan.

Commissioner DeVoy stated there are \$1.7 million in contractual expenses.

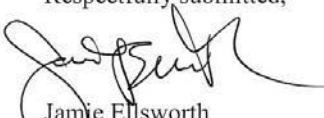
Rep Silber suggested that another public hearing be scheduled before a vote is taken.

Thomas Tardif, Laconia stated one observation is there is no assembly permit and suggested that the next meeting be at the Laconia library or the Belknap Mill so there is more than stand room only. Mr. Tardif stated Rep Huot has pointed out some very serious things. He suggested that all three budgets be sent the Executive Committee to review and make a suggestion to the Delegation. Rep Vadney stated he had considered that and the other two Counties that do that have a larger Delegation.

Donna Hepp, Belmont stated she supports the Commissioners budget.

Adjourn: M/Huot, S/Comtois at 9:02 pm. Unanimous. **Motion passed.**

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant



Delegation Meeting Minutes **February 20, 2018 at 7:00 pm**

Chair Vadney called the Belknap County Delegation meeting to order at 7:06 pm on the above date at 34 County Drive, Laconia, NH. Representative Fields led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Comtois, Fields, Fraser (via phone), Howard, Huot, Lang, Spanos, St. Clair, Sylvia (@ 7:28pm), Vadney and Varney.

Absent: Representative Plumer, Silber and Tilton.

Minutes: M/Lang, S/Aldrich to approve the minutes. Rep Comtois asked that her name be added to be in attendance. Rep Huot corrected the spelling for Mr. Spagnuolo. 10-1 Rep St. Clair abstained. **Motion passed.**

2018 Budget: Rep Lang asked under the current budget if there were any places where essential services were not being provided. Commissioner Waring stated that there was not a current budget. Rep Vadney asked if spending was the same rate as last year. Commissioner DeVoy stated it was.

Rep Comtois asked for clarification on grants. Commissioner DeVoy stated it was known that there would be \$100,000 in grants received and under Rep Lang's budget it was not appropriated. He stated it would require a supplemental appropriation. Rep Comtois stated her understanding was that the grant could still be accepted and the Commissioners could come to the Delegation for an appropriation.

M/Fields to increase the Conservation District funding to the \$85,000. Rep Huot stated he was going to make a motion to increase Genesis. Rep Vadney stated that would be discussed later on.

M/Lang to reconsider revenues to be \$12,212,200 S/Huot. Rep Lang reviewed the individual department revenues. Rep Abear asked if they were the 2017 actuals. Rep Lang stated they were just rounded. Unanimous. **Motion passed.**

M/Lang to change revenues to \$12,121,200 S/Aldrich. 11-1 Rep Abear opposed. **Motion passed.**

M/Lang to approve his budget as presented on 1/29/18 of \$28,112,961. Rep. Spanos stated it was his recollection that they could amend certain line items if Rep Lang's budget is passed. Rep Huot stated that was not true. Rep Lang stated the Town budget is done that way. Rep

Spanos stated he is supportive of Rep Lang's budget with the exception of the Nursing Home cuts. Rep Huot stated there is a proposed budget with amounts that can be approved and then make amendments. He stated then a final vote could be made with the amended amounts. Rep Fields stated he agreed with Rep Huot. S/Howard. Rep Lang stated this is middle ground and is not willing to increase taxes as much as the Commissioners recommended budget.

Rep Huot stated if there is a proposal to change money in the budget he needs to know exactly what numbers are going to change. Rep Abear stated in order to get the moving parts out on the table the proposal has a revenue component and needs an expense component and needs a fund balance component. Rep Comtois stated her suggestion is to go to the totals in each department and have a discussion. Rep Abear suggested that they accept all line items in the budgets where all four versions agree, where three of the four agree and where three of the four line items are within \$250 of each other and take an average. Rep Lang stated he thought this is being made too complicated

Rep Vadney stated many sitting around the table think Rep Lang's budget is too high and he doesn't think the motion will pass. Rep Abear suggested a vote be taken for the total number for each department. Rep Comtois stated she knew Rep Lang's proposed budget has an increase of 17% and asked what the percentage increase is for the other proposed budgets. Rep Abear stated the following: Commissioner 33.68%, Abear 15.29%, and Sylvia 9.07%.

Rep Sylvia stated all three budgets should be voted one way or another and select one to work from. Rep Abear clarified that Rep Sylvia wanted the Delegation to work from one budget. Rep Sylvia stated his suggestion was a vote up or down on each of the proposed budgets.

Rep Comtois asked what the current fund balance is. County Administrator Debra Shackett stated the unaudited and estimated balance is \$1.7million.

Rep Abear called roll: Abear-N, Aldrich-Y, Comtois-N, Fields-Y, Fraser-Y, Howard-N, Huot-N, Lang-Y, Spanos-N, St. Clair-Y, Sylvia-N, Vadney-N and Varney-Y. 6-7 **Motion failed.**

M/Sylvia, S/Abear to approve Rep Sylvia's budget. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-N, Fields-N, Fraser-N, Howard-Y, Huot-N, Lang-N, Spanos-N, St. Clair-N, Sylvia-Y, Vadney-Y and Varney-N. 5-8 **Motion failed.**

M/Abear use his budget as a base with \$27,936,329 expenditures, \$11,990,700 revenues, \$1 million from fund balance with taxes to be \$14,945,629. S/Spanos

Commissioner DeVoy stated there was already revenues voted for. Rep Abear stated recognizing that the revenue changed, his proposal would be a 13.58% increase with the same use of fund balance and \$12,212,200 revenue that was approved at this meeting. We would have a property tax increase of \$14,724,129.

Rep Lang stated based on Rep Abear's budget the impacts are overtime and part-time wages. Rep Abear stated it doesn't allow for new hires and goes after the overtime lines.

County Attorney Andrew Livernois stated the budget proposed does not fund current fulltime staff. Rep Comtois asked if one of the positions is funded by a grant. County Attorney Livernois stated he had two current positions that are partly funded by grants.

M/Comtois to move to question on accepting the Abear budget as produced.

Rep Lang stated his understanding of overtime in the Sheriff department is for overnight transports and inmates in the hospital. He stated that has not been funded.

S/Spanos. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-N, Fraser-Y, Howard-Y, Huot-N, Lang-N, Spanos-Y, St. Clair-N, Sylvia-Y, Vadney-Y and Varney-Y. 8-5 **Motion passed.**

Rep Vadney stated the Abear basic budget was approved. See little reason to sit here and argue over the details as we have given the Commissioners flexibility on how they spend much of this money.

Rep Comtois it was my understanding that we would address the County Attorney's budget.

Rep Lang said the budget is not open for amendment we would have reconsider our vote to readjust the numbers.


Rep Comtois stated there would be enough savings in health insurance to cover wages in the County Attorney budget. Rep Huot asked if the numbers prepared by the Commissioners were incorrect. County Administrator Shackett stated that no they were not incorrect. At the time the budget was prepared there were different staff with different insurance plans.

Rep Abear stated it looks like the general fund spending and nursing home budget grows. He stated it is not as generous as he would like. Rep Abear stated it's going to require some cooperation from the people that work for the County.

Rep Huot stated the adopted budget does not provide funding for the CORE program. Rep Abear stated that is not correct. He stated it is not funded to the same amount as the Commissioners. Rep Huot asked when the program started. Rep Abear stated he did not know. Rep Huot stated it started in September.

Adjourn: M/Comtois, S/Howard to adjourn at 8:35 pm. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-N, Fraser-Y, Howard-Y, Huot-N, Lang-N, Spanos-Y, St. Clair-N, Sylvia-Y, Vadney-Y and Varney-Y. 9-4 **Motion passed.**

Respectfully submitted,


Jamie Ellsworth
Administrative Assistant



Delegation Meeting Minutes **March 20, 2018 at 9:00 am**

Chair Vadney called the Belknap County Delegation meeting to order at 9:00 am on the above date at 34 County Drive, Laconia, NH. Representative Varney led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Comtois, Fields, Fraser, Howard, Huot, Plumer, Silber, Spagnuolo, Spanos, Sylvia, Tilton, Vadney and Varney.

Absent: Representative Lang and St. Clair.

Minutes: M/Howard, S/Aldrich to approve the minutes from February 20th. Rep Tilton, Silber, Plumer and Spagnuolo abstained due to being absent. **Motion passed.**

Clarify the budget vote: Rep Vadney stated the meeting had been scheduled upon request of the Commissioners.

Commissioner Waring summarized the letter. He stated the following: the electronic participation of Rep Fraser was not followed appropriately and the revenue vote at the beginning of the meeting that passed is not the same as Rep Abear's budget for revenue. Commissioner Waring stated that the Board thought it was important to reconvene.

Commissioner Taylor stated when Rep Abear made a motion for his budget he stated it be made the base budget. He stated that Rep Comtois expressed the same view and Rep Fields. Commissioner Taylor stated at the time of the meeting we were not aware that Moody's had downgraded the credit rating of the County. He stated the difference between the Commissioners budget and Abear budget on a \$200,000 property is about \$40/year tax increase for the County portion.

Rep Huot stated he had reviewed the last meeting in great detail and found somethings that have the potential to be serious problems. The issues are Rep Fraser's participation and the vote on Rep Abear's budget. Rep Huot stated that Rep Comtois made a motion to close debate and it was seconded by Rep Spanos and a vote was taken on the motion to close debate. He stated the next thing that needed to happen was a vote on Rep Abear budget. Rep Huot stated there was nothing said about Rep Fraser being on the phone until 8.5 minutes into the meeting and under the RSA the minutes must reflect why she was not present. He stated all votes must be by roll call also when a Representative is participating via phone and that did not happen. Rep Silber stated he wasn't present at the meeting and asked if anyone object to Rep Fraser's participation. Rep Vadney stated no one objected.

Rep Tilton stated phone participation requires confirming anyone that is present in the room and that was not done.

Rep Vadney stated there are very valid points and accepted responsibility for the goof ups. He asked if they should vote to toss it out and revote. Rep Tilton stated he would like an opportunity to comment on the budget.

Commissioner Waring stated the Boards belief is meeting today would make the last meeting a budget worksession and you could vote now for the budget.

Rep Huot stated he thought they needed to vote on a budget and be able to discuss and debate prior to the final vote.

M/Abear to approve \$12,112,200 in revenue S/Comtois. Rep Spaguolo stated there was no public input at previous meeting or discussion allowed. Commissioner Waring pointed out under County Administration the addition is not correct. Rep Abear stated he thought he copied everything over correctly but obviously missed something. Rep Tilton stated not all the versions have the Gunstock revenue. Rep Abear stated Gunstock revenue is intended to be missing.

Rep Fields asked if there is a reason why the County Attorney is short grant money. County Attorney Andrew Livernois stated his budget included money for a new Victim Witness Coordinator and when the budget was passed the revenue was included but not the appropriation. His understanding based off the last meeting is he wasn't authorized to accept the grant due to the lack of appropriation.

Rep Abear stated on the revenue Rep Lang's included a refund from insurance and he didn't include that. M/Sylvia to amend Rep Abear's revenue to include the \$28,000 insurance rebate. S/Huot. Rep Comtois asked if they were just amending the sheet not the total sheet. Rep Abear stated that was correct. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-Y, Fraser-Y, Howard-Y, Huot-Y, Plumer-Y, Silber-Y, Spaguolo-Y, Spanos-Y, Sylvia-Y, Tilton-Y, Vadney-Y and Varney-Y. Unanimous. **Motion passed.**

M/Abear, S/Comtois to approve revenues in the amount of \$12,112,200. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-Y, Fraser-Y, Howard-Y, Huot-Y, Plumer-Y, Silber-Y, Spaguolo-Y, Spanos-Y, Sylvia-Y, Tilton-Y, Vadney-Y and Varney-Y. Unanimous. **Motion passed.**

M/Abear, S/Comtois approve an appropriation for expenditures \$27,992,926. Rep Abear stated this includes the grant funded position in the County Attorney office that was excluded from the last session.

M/Tilton, S/Fields to amend three lines in the Department of Corrections, the amended amounts to be Part-time wages \$138,102, overtime wages \$40,136 and CORE program \$128,169. Rep Tilton stated it takes time to see results and the programs need to be funded. Rep Howard moved

the question. Rep Aldrich asked if this was one motion for all three lines. Rep Vadney stated it was.

Rep Abear clarified the motion stated it is adding \$10,000 to PT wages, \$15,000 OT wages and \$75,000 to CORE program services for a total of \$100,000 and a department total of \$4,214,374 with a new budget to be \$28,092,926. Rep Tilton stated that was correct.

Rep Abear called roll on Rep Howard's move the question: Abear-N, Aldrich-N, Comtois-N, Fields-Y, Fraser-Y, Howard-N, Huot-Y, Plumer-N, Silber-Y, Spagnuolo-Y, Spanos-Y, Sylvia-Y, Tilton-Y, Vadney-N and Varney-Y. 9-6 **Motion passed.**

Rep Abear called roll for Rep Tilton's amendment: Abear-N, Aldrich-N, Comtois-N, Fields-Y, Fraser-Y, Howard-N, Huot-Y, Plumer-N, Silber-N, Spagnuolo-Y, Spanos-N, Sylvia-N, Tilton-Y, Vadney-N and Varney-N. 5-10 **Motion failed.**

M/Comtois to terminate debate on Rep Abear's motion. Rep Huot stated he understood that if Rep Comtois motion passed there will be no other changes or discussion. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-N, Fraser-Y, Howard-Y, Huot-N, Plumer-Y, Spagnuolo-N, Spanos-Y, Sylvia-Y, Tilton-N, Vadney-Y and Varney-Y. 11-4 **Motion passed.**

M/Abear, S/Comtois appropriate for 2018 \$27,992,926 in expenses. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-N, Fraser-N, Howard-Y, Huot-N, Plumer-Y, Silber-Y, Spagnuolo-N, Spanos-Y, Sylvia-Y, Tilton-N, Vadney-Y and Varney-Y. 10-5 **Motion passed.**

Rep Silber spoke about the Gunstock RSA. M/Silber: Be it resolved by the County Convention of Belknap County, New Hampshire, that, pursuant to §399.14 (c) of the New Hampshire Laws of 1959, Chapter 399, as amended, the Gunstock Area Commission is hereby required to turn over to Belknap County, within 45 days after the close of each fiscal year, any sums accumulated and on hand at the end of the fiscal year in excess of twenty-five percent (25%) of the average gross income of the three (3) immediately preceding fiscal years, not required for the payment of outstanding bills or amortization of outstanding indebtedness; and this requirement unless and until such times as this resolution is amended or revoked by a majority vote of the Belknap County Convention. S/Varney.

Rep Silber reviewed reports from 2014-2016 for Gunstock. He stated he was talking about enormous sums of money that is due to the tax payers of Belknap County. Rep Fields stated he would not support resolution and would like to hear from Gunstock on this. Rep Abear stated he understood that this resolution is nothing more than asking for what should have been asked for. Rep Huot stated a Revenue Anticipation Note (RAN) or Tax Anticipation Note (TAN) is based on cash flow. Rep Howard called to question. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-N, Fraser-Y, Howard-Y, Huot-N, Plumer-Y, Silber-Y, Spagnuolo-N, Spanos-N, Sylvia-Y, Tilton-N, Vadney-N and Varney-Y. 9-6 **Motion passed.**

Rep Abear called roll on Rep Silber's resolution: Abear-Y, Aldrich-Y, Comtois-N, Fields-N, Fraser-Y, Howard-Y, Huot-N, Plumer-Y, Silber-Y, Spagnuolo-N, Spanos-N, Sylvia-Y, Tilton-N, Vadney-N and Varney-Y. 8-7 **Motion passed.**

M/Abear for appropriation of the 2018 budget for Belknap County in the amount of \$27,992,926 non-property tax revenue \$12,112,200 plus use of fund balance \$1,000,000 remaining balance to be raised by taxes \$14,880,726. S/Howard. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-N, Fraser-Y, Howard-Y, Huot-N, Plumer-Y, Silber-Y, Spagnuolo-N, Spanos-Y, Sylvia-Y, Tilton-N, Vadney-Y and Varney-Y. 11-4 **Motion passed.**

Adjourn: M/Comtois S/Howard to adjourn at 10:26 am. Unanimous. **Motion passed.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Ellsworth', written over a horizontal line.

Jamie Ellsworth
Administrative Assistant



Executive Committee Meeting Minutes
March 20, 2018 at 9:30 am

In Attendance: Representatives Abear, Aldrich, Howard, Huot, Spanos, Sylvia, Vadney and Varney.

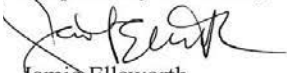
Rep Sylvia called the meeting to order at 10:28 am.

Minutes: M/Howard, S/Spanos to approve the minutes from December 20, 2017. Unanimous. **Motion passed.**

Review and approve report for County annual report: M/Spanos, S/Aldrich to approve the report of transfers from the contingency fund for the County annual report. Unanimous. **Motion passed.**

Adjourn: M/Howard, S/Huot to adjourn at 10:30 am.

Respectfully submitted,


Jamie Ellsworth
Administrative Assistant



Delegation Meeting Minutes **May 11, 2018 at 11:00 am**

Chair Vadney called the Belknap County Delegation meeting to order at 11:00 am on the above date at 34 County Drive, Laconia, NH. Representative Lang led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Comtois (via phone), Fields, Fraser, Huot, Lang, Plumer, Spanos, Sylvia, Tilton, Vadney and Varney.

Absent: Representative Howard, Silber, Spagnuolo and St. Clair.

Rep Comtois was participating via phone from her office with no one present.

Minutes: M/Huot, S/Varney to approve the minutes of 3/20/18. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-Y, Fraser-Y, Huot-Y, Lang-abstained, Plumer-Y, Spanos-Y, Sylvia-Y, Tilton-Y, Vadney-Y and Varney-Y. **Motion passed.**

Consider cost items for collective bargaining agreement: Commissioner DeVoy stated a committee had been formed consisting of the Board of Commissioners and County Administrator Shackett. He stated the goal was to eliminate COLA and add a contribution to health insurance.

Rep Sylvia stated the argument we will hear from a citizen is the money is already in the budget and we are tying the hands of the future delegation. Commissioner DeVoy stated the Delegation has control of the appropriation. He stated the statute requires the approval of cost items. Rep Tilton stated the meeting is to approve cost items not for an appropriation. Commissioner DeVoy stated staff are leaving in dispatch for higher paying jobs.

Rep Aldrich asked if the County is paying to train people and they are leaving. He asked if there could be wording in the contract stating if the County trains you there is a certain period of time before you can leave. Commissioner DeVoy stated he thought that would be a union mandate. Rep Lang asked if the money was already included within the budget. Commissioner DeVoy stated that was correct.

M/Huot to approve the cost items for the contract, S/Fields. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-N, Fields-Y, Fraser-Y, Huot-Y, Lang-Y, Plumer-Y, Spanos-Y, Sylvia-Y, Tilton-Y, Vadney-Y and Varney-Y. 12-1 **Motion passed.**

Set salaries for elected officials: Rep Lang asked if the question is whether they thought the salaries are appropriate. Rep Sylvia stated they are talking about the compensation and there are

also possible benefits that come along with these positions. Commissioner DeVoy stated the Commissioners and Treasurer do not receive any benefits but the other elected officials do. Rep Abear stated his observation is we pay well due to our size. He asked if as the wages increase for contracted employees if we are making sure the elected officials are keeping pace. County Administrator Shackett stated it might be a problem in the Sheriff department. Rep Vadney stated they don't have to run for office and as far as hours worked they don't have a set schedule.

Rep Sylvia asked what the cost of the additional benefits are. Rep Tilton stated that should be voted on as well.

M/Huot to approve the salaries of the elected officials at the current rate, S/Spanos.

Rep Huot stated he would amend his motion to include the benefits. Rep Vadney stated that should be a separate vote.

Discussion on the motion: Rep Lang asked how long the salaries had been set at these rates. Commissioner DeVoy stated the last time they were adjusted was 2009. Rep Huot stated it is important to look at how long the salaries have been set. He stated eventually if the salaries don't keep up with the times candidates will stop running. Rep Vadney stated as long as people are running then the salaries are acceptable.

Rep Lang stated since the salaries haven't been raised since 2009 if the motion fails he would make a new motion to include an increase. Rep Comtois asked for the current motion on the table. Rep Abear read the current motion and called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-Y, Fraser-Y, Huot-N, Lang-N, Plumer-N, Spanos-Y, Sylvia-Y, Tilton-Y, Vadney-Y and Varney-N. 9-4 **Motion passed.**

Rep Vadney stated they needed to vote on benefits for the elected officials. Commissioner DeVoy stated the Commissioners and Treasurer do not receive benefits.

M/Huot that all the elected officials as to whom the salaries were set for be entitled to all the benefits to which they are currently entitled, S/Aldrich.

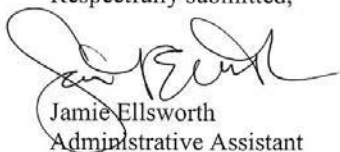
Discussion: County Administrator Shackett reviewed the cost of health insurance plans and the opt-off stipend. Rep Abear stated if the position now has health coverage it would continue. Rep Spanos stated Rep Fields already included the benefits with his motion that was approved. Rep Abear stated the motion by Rep Huot specified salaries.

Rep Abear called roll: Abear-Yes, Aldrich-Y, Comtois-Y, Fields-Y, Fraser-Y, Huot-Y, Lang-Y, Plumer-Y, Spanos-Y, Sylvia-N, Tilton-Y, Vadney-Y and Varney-Y. 12-1 **Motion passed.**

Use of property agreement: Commissioner DeVoy stated the Working Dog Foundation has asked to use the County grounds to train their dogs. Sgt. Patrick O'Reilly stated they are looking to establish a contract with the foundation who is currently using Sig Sauer in Epping. He stated the department of corrections utilizes some of the local K9 officers to help complete searches. Sgt. O'Reilly stated there would be no cost to the County. Detective Adam Batstone stated the foundation carries their own insurance. He stated the County Administrator and County Attorney have reviewed the MOU. Rep Sylvia asked if anyone had reached out to the abutting properties. Detective Batstone stated they had not and there would be signage. M/Lang pursuant to RSA28:8-d ratify the contract the Commissioners have entered into, S/Fields. Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-Y, Fraser-Y, Huot-Y, Lang-Y, Plumer-Y, Spanos-Y, Sylvia-N, Tilton-Y, Vadney-Y and Varney-Y. 12-1 **Motion passed.**

Adjourn: M/Abear, S/Aldrich to adjourn at 12:11pm.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant



Executive Committee Meeting Minutes **May 11, 2018 at 9:00 am**

In Attendance: Representatives Abear, Aldrich, Huot, Sylvia and Vadney

Absent: Howard and Varney.

Minutes: M/Huot to approve the minutes of 3/20/18, S/Aldrich. Unanimous. **Motion passed.**

Overview of audit process: Sheryl Stephens Burke, Melanson-Heath was present to review the audit process and answer questions. Rep Abear stated he wanted to make sure there were appropriate safeguards in place and questioned the allowance for bad debt. Rep Huot stated he was not sure the Executive Committee had any jurisdiction over the County audit but a general overview was a good idea. He stated that bad debt in the nursing home had been going on forever.

Ms. Burke provided a brief overview of the 2017 audit. (To view a copy of the financial statement go to www.belknapcounty.org.) She stated the financial audit for Gunstock is included as required. Ms. Burke reviewed the responsibilities of management and the auditors. She stated it is very important to have a clean audit opinion and for 2017 it is a clean audit.

At 9:15 am Rep Sylvia requested Rep Comtois be called to listen to the meeting. Rep Huot reviewed the requirements for electronic participation of a meeting. Rep Sylvia stated she is listening as a member of the public and special accommodations are being made.

Ms. Burke reviewed the statement of net position and the affects GASB68 has on this. Rep Abear asked if the requirements for GASB68 were different than reporting for a publically held business. Ms. Burke stated there two different types of standards.

Rep Huot stated he didn't think the County was responsible for the unfunded liability for the retirement system. He asked what the significance was of showing the unfunded liability for County employees. Ms. Burke stated it is a requirement under the acceptable accounting reporting. Rep Huot stated if the retirement system fails the individual units in the system will not have to pay it out of local funds. Rep Abear stated the tax payer will be responsible whether it be town, County or state.

Ms. Burke stated the fund balance is alarmingly low. Rep Sylvia asked if encumbrances are money from 2017 that are spent in 2018. Ms. Burke stated the definition of encumbrances are something that has been contracted for but the services will not be provided until the following year. Rep Spanos stated the \$303,000 is low and alarming for a fund balance. Ms. Burke stated it is. She stated bond agencies focus on the fund balance and it will affect bond rating. Rep Spanos asked for an opinion on an acceptable fund balance. Ms. Burke stated best practice would be to have 2 to 3 months of current budget expenses. She stated timing of revenue coming in needs to be considered also.

Rep Vadney stated bad debt is being carried and asked how long it should be carried. Ms. Burke stated there is a potentially uncollectible in the report and reviewed the process for that number.

Rep Abear asked how long Ms. Burke has been the auditor for the County. Ms. Burke stated maybe since 2010-2011. Rep Abear asked when the audit begins is there a written engagement letter or contract which specifies who will be required to provide information and what information will be looked for. Ms. Burke stated the engagement letter outlines what is talked about in the independent audit report. Rep Abear asked if the fee for the audit is fixed based on the engagement letter or the work necessary to complete the audit. Ms. Burke stated it is a fixed fee contract based on the estimated number of hours to complete the County audit.

Rep Abear asked how they verify information being presented is complete and correct and also if spot checks are done with access to the accounting system. Ms. Burke stated there are various different ways under the auditing standards. Some examples are cash testing of bank statements at year end, cutoffs with receipts and disbursements. Rep Abear asked if there are different levels and types of audits. Ms. Burke stated part of the audit process is segregation of duties. If any issues are found they have a duty to report them. Rep Abear stated Medicare, Medicaid and private insurance carriers have different timelines as to when bills become stale and asked if those are included in the evaluation of the receivables. Ms. Burke stated part of the receivable include subsequent receipt testing. Part of the reason the audit gets held up because of the lag of receipts received.

Commissioner DeVoy stated \$4.8million in fund balance would cover 2 months of the County budget. He asked how many Counties they audit. Ms. Burke stated they audit five Counties. Commissioner DeVoy asked if the audit firm is happy with the audit. Ms. Burke stated the audit went smoothly and this one went particularly well.

Rep Spanos stated one issue that came up this year was the tardiness of collecting receivables. He asked if bad debt should be written off after a certain time. Ms. Burke recommends a receivables evaluation policy. She stated some Counties like to keep everything on the books. Ms. Burke stated she has talked about ways to improve the monthly process with Deb and Lori.

Rep Huot stated his understanding of the situation is the management of the accounts receivable is within the jurisdiction of the Commissioners not the Executive Committee or Delegation. He stated the nursing home here has checked up on old receivables and submitted after deadline and were paid. Rep Sylvia asked if they look at the movement of money between accounts. Ms. Burke stated it is to a certain extent. She stated a comparison of the original budget to the final budget is made and if there are significant changes they look into it. Rep Sylvia stated RSA28, 3-A refers to the County audit and requires the approval of the Executive Committee for the audit. He stated as far as he knew that has not been part of the process and asked if other Counties do this. Ms. Burke stated this was the first Executive Committee she had met with.

County Administrator Shackett stated the accounting staff work very hard. She stated it is a very big deal to not have a management letter and wanted to recognize Accounting Manager Lori Sharp.

Budget Review: Rep Sylvia stated the budget is as of April 30th. Rep Huot stated the County Attorney had estimated grants and asked if there had been discussion for the 2nd victim witness advocate. Commissioner DeVoy stated the grant is in the budget and did not know when the position will be filled. Rep Spanos asked for an explanation for the written note on the cash flow sheet. County Administrator Shackett stated the first TAN will be spent by August 31 and additional money will need to be borrowed. Rep Sylvia stated the initial TAN was \$7.6 million. County Administrator Shackett stated that was correct. She stated around \$3 million will need to be borrowed in August.

Revenues: Rep Abear asked if there were any surprises. County Administrator Shackett stated there were not.

Expenses: Rep Sylvia inquired about the \$20 meeting fee paid in April for a Delegation meeting. County Administrator Shackett stated that one Representative was paid in April. Rep Sylvia asked what the status was for the legal situation. County Administrator Shackett stated she did not have that information with her. She stated all the amounts being paid are fees for Supreme Court filings.

Rep Sylvia noted the contracted IT service line was at 59%. Commissioner DeVoy stated \$40,000 was cut from that department.

Commissioner DeVoy stated an employee in Registry of Deeds changed insurance to a family plan and it will affect the department total.

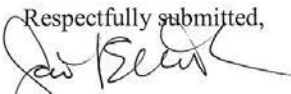
Rep Sylvia asked if there should be any concern with the bottom line of County Maintenance at the end of the year. Commissioner DeVoy stated nothing had been brought to his attention. Rep Vadney asked why the line for building improvements was at 100%. Accounting Manager Sharp stated it was due to the audio equipment costing more than was encumbered.

Contingency: Rep Sylvia stated RSA24:13 directs that the contingency money can only be expended by approval of the Executive Committee. He stated there is an issue that money was transferred without authorization of the Executive Committee and would like it referred to the County Attorney for an opinion. Commissioner DeVoy stated he is only one Commissioner of three and believes there is no transfer restriction. Rep Vadney asked where in the budget the \$4,000 went. Commissioner DeVoy stated it was transferred to Restorative Justice to cover drug screens and vehicle repair. Rep Huot stated the statute also requires that the Convention set amounts by line. Rep Sylvia stated there is a possibility of a violation of the RSA and he stated they have a duty to have it looked into.

Sheriff Moyer stated they are having some difficulties in dispatch just like last year. He stated he received notice last week that one of the dispatchers has been called to active duty until September. Rep Sylvia stated he appreciates the staff that are helping out.

Rep Vadney stated the bottom line of 30% looks excellent. He stated he expected the nursing home to be higher. County Administrator Shackett stated there are some large expenses that have not been paid yet.

Adjourn: M/Huot, S/Vadney to adjourn at 11:04am.

Respectfully submitted,

Jamie Ellsworth
Administrative Assistant



Delegation Meeting Minutes **May 25, 2018 at 9:00 am**

Chair Vadney called the Belknap County Delegation meeting to order at 9:00 am on the above date at 34 County Drive, Laconia, NH. Representative Howard led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Comtois (via phone), Fields, Fraser, Huot, Lang, Plumer, Silber, Spagnuolo, Spanos, St. Clair, Sylvia, Tilton and Vadney.

Absent: Representative Varney.

Rep Comtois was participating via phone from her office with no one present.

UNH Cooperative Extension MOU

Kelly McAdam, UNH Cooperative Extension requested the Delegation to accept the MOU. She stated the Delegation and Commission are required to be on advisory council for County.

M/Lang, S/Plumer to accept the UNH Cooperative Extension MOU.

Discussion: Rep Sylvia asked how the agricultural economy is and how it has changed. Ms. McAdam stated it is a more diversified agriculture. She stated they are seeing more local food and an increase in new small farms. Rep Silber asked if they advise farmers on crop insurance purchase. Ms. McAdam stated they do not but do tell them it is available and direct on where to get information on it.

Rep Abear called roll: Abear-Y, Aldrich-Y, Comtois-Y, Fields-Y, Fraser-Y, Howard-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-Y, Spagnuolo-Y, Spanos-Y, St. Clair-Y, Sylvia-Y, Tilton-Y and Vadney-Y. Unanimous. **Motion passed.**

Commissioner Meyers, DHHS

Commissioner Meyers, DHHS spoke about the program funded by the federal government that provides mental health and substance abuse treatment. He stated it helps above and beyond what Medicaid covers. Commissioner Meyers stated he was present to explain the financing of the program. He stated the Federal government through CMS is matching funds through the state and County. Commissioner Meyers stated all the Counties are part of the delivery networks that have been established. He stated they are at the point of finalizing the numbers and there are

three Counties where the payments being received are closer to Medicare costs than the other Counties. Commissioner Meyers stated under the new methodology for this fiscal year the Proshare amount will increase. He stated they do not have exact number yet but it will be several hundred thousand more. Commissioner Meyers stated it is his hope when the number is finalized that Belknap County will see value in the program and voluntarily agree to return funds to be put in the pool to pay for the program statewide after keeping a 1% administrative fee. He stated services will have to be pulled back if money is not returned and the same message is being delivered to all the Counties. Commissioner Meyers stated Strafford County had already authorized the return of the funds after the 1% administrative fee.

Rep Vadney stated it seems this is an expansion of programs but no new money. Commissioner Meyers stated it is additional federal funds for mental health and substance abuse services. Rep Vadney asked if the feds cancelled the money will the programs continue. Commissioner Meyers stated the Federal government approved the money through 2020.

Rep Silber asked for clarification if some of the services being provided are family planning services. Commissioner Meyers stated it does not cover family planning. Rep Silber asked if the money is given back it will not go to family planning services. Commissioner Meyers stated none of the money will go back to family planning services.

Rep Abear asked how this program was different than what the hospital is going through. Commissioner Meyers stated what the hospital is going through is a CMS issue and this is for specific services. He stated that the state had resolved its issues with Medicaid expansion and this is different than that issue. Rep Abear asked if that is in writing. Commissioner Meyers stated that was correct. Rep Abear stated it sounds like there is a 1% administrative fee the state is collecting. Commissioner Meyers stated they are urging the Counties to keep the 1% as an administrative fee.

Rep Sylvia stated the County currently receives Proshare of \$2 million and asked how much the state was looking for the County to turn back. Commissioner Myers stated once that is figured they would know. He stated hypothetically if the County received \$2.5 million for 2017 and if in 2018 they receive \$3 million the state would ask to have the difference returned after the County kept the 1% administrative fee. Rep Sylvia asked when the state was looking to have the funds returned. Commissioner Meyers stated sometime in the next couple of months. He said it will be communicated once the details are finalized and will include all the Counties decisions to return the money.

Rep Spanos stated it was mentioned that Strafford has already bought into this. Commissioner Meyers stated that was correct. Rep Spanos asked what would happen if Belknap County retained 10%. Commissioner Meyers stated his initial inclination is funds for Belknap County would be reduced.

Rep Sylvia asked if this is the Community services network that was developed a few years ago statewide. Commissioner Meyers stated it was and the County lines are overlapping a little bit.

Rep Vadney asked how other states handling this. Commissioner Meyers stated each state is very unique in use of the funds.

Rep Howard stated that he received a call that there was an overpayment by the County to the state and the County has not received it back. Commissioner Meyers stated he was not aware of that and would look into it. Commissioner DeVoy stated he had no knowledge of it.

GUNSTOCK

Chairman Steve Nix, Commissioner Brain Gallagher, Commissioner Brian Durfee, and Greg Goddard General Manager where present.

Mr. Nix stated they were present to discuss the RAN and MOU. He stated there was a misunderstanding for the notice requirements and they had not been met for the RAN.

General Manager Greg Goddard reviewed the RAN slideshow presentation.

Rep Vadney asked at what level of funding could Gunstock be totally on their own. Mr. Nix stated Gunstock has no borrowing authority which is why they have to come to the Delegation. He stated that Gunstock pays the principal & interest on bonds and Belknap County tax payers are not paying anything. Rep Vadney stated once you have revenue you can bank it and spend it on various things. Mr. Nix stated the goal is to increase the reserves account to replace the RAN.

Mr. Nix reviewed the Moody's Belknap County report and stated the enterprise risk management is a relatively new concept. He stated Gunstock has a 5 year plan and it includes capital investment and reinvestment. Mr. Nix stated if the RAN is eliminated it will have drastic setbacks.

Rep Vadney stated several people have asked him why the Delegation gets involved in County Government and Gunstock business, at all. He stated it may help in understanding if you consider this simple analogy, no government agency should be able to set their own budget without oversight by the people. Rep Vadney stated if public works in your town wants an expensive new truck they can't just go buy it, it must be approved by the people. The vote by the people at town meeting authorizes the town Select Board to raise the tax money and spend it on the truck. Rep Vadney stated as there is no simple way to hold a meeting of the ten municipalities the NH Constitution delegates that similar responsibility to the county Delegates to make such decisions and to raise the taxes necessary to fund County activities. He stated similarly, the Gunstock Commissioners are charged with managing Gunstock except they have no taxing authority. So, once again the Delegation is made responsible to oversee and approve such borrowing, as the Delegation holds the taxing and borrowing authority.

Rep Lang asked what the liability was on the 8 outstanding loans. Mr. Goddard stated of the \$5.1 million at beginning of year there will be a little under \$4 million.

Rep Silber noted the audited financial firm is different than that of the County and asked why it was not the same. Mr. Goddard stated the County changed a couple years ago. Rep Silber asked when the last time the audit service was put out to bid. Mr. Goddard stated it had been a long time. Rep Silber asked about the weddings no longer being booked at Gunstock. Mr. Nix stated the management came to the Commission about weddings. He stated they looked at how to replace the income from the weddings. Rep Silber had a question about the total revenue on page 19 of the handout verses what is in the audit report on the website. Mr. Nix suggested Rep Silber put the question in writing and they can respond to it.

Rep Abear asked if the Gunstock area is making steps toward keeping the cash flow positive. Mr. Nix stated that was correct. Rep Abear stated he needed to know why a MOA is needed when there is a state statute that covers it. Mr. Nix stated he didn't agree the statute covers it.

Rep Tilton stated it is ironic that there is discussion that Gunstock should be holding enough in reserve to not request a RAN, but we don't have enough reserve in the County to not have to request a TAN.

Rep Huot stated Rep Silber referred to the millions of dollars that would be due and the statute requires whatever it requires but the last line says at the approval of the Delegation. He stated we are not talking about millions of dollars.

Rep Spagnuolo asked if it was not true that Gunstock does not cost the county money. Mr. Nix stated Gunstock does not cost the County money. Rep Spagnuolo stated that Gunstock brings in dollars to our towns. Mr. Nix stated that was correct. Rep Spagnuolo stated he was confused as to why there is a debate if we should do this. He stated he was offended by people sitting at this table speaking to people in a condescending way.

Rep Plumer asked what would happen if Gunstock was to become its own private entity. Mr. Nix stated because the acquisition of the land has federal and other funding sources it could not be done for borrowing purposes.

Rep Lang stated he agrees with Rep Huot with the last line of the statute and having a MOA.

Rep Huot stated the land is not owned by the Gunstock area commission it is owned by Belknap County which doesn't give them the authority to borrow money.

Rep Howard asked if under the master plan Gunstock will never be debt free. Mr. Nix stated that was correct and the physical plant will not last forever. Rep Howard asked if it was true with continually expansion maintenance cost increase. Mr. Goddard stated that was true. He stated they are borrowing money that offers a return on investment.

Rep Fields asked if the MOA handed out today is the new one. Mr. Nix stated it was. Mr. Durfee stated the agreement was negotiated between the subcommittees of the Delegation and Gunstock Commission and agreed upon. He stated then it came back to the Gunstock Commission for vote and was approved. Mr. Nix stated it needs to be voted on by the Delegation. Rep Tilton stated it is missing the attachment that is being referred to in the MOA. Mr. Goddard stated the attachment states the amount would come from the audited statements. He stated he would provide the attachment to the Delegation.

Rep Silber stated he didn't see how they can act on the MOA if the attachment missing hasn't been seen. He stated the taxes paid by Gunstock are not close to what a private citizen has to pay and the tax payers are subsidizing it.

M/Huot the County treasurer be authorized to issue notes in anticipation of revenue not more than \$600,000. S/Spanos. Rep Vadney stated they could not vote due to the posting requirements not being met. Rep Huot withdrew his motion.

M/Lang, S/Silber to adjourn.

Mr. Goddard stated there is a required 7 day notice in paper, mailed to Delegation member and a public hearing is required.

Rep Vadney stated on June 8th the Delegation will have a public hearing for the Gunstock RAN at 9am. Mr. Goddard asked if they would take up the RAN and MOU at this meeting. Rep Vadney stated they would.

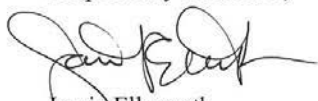
Rep Sylvia stated the motion to adjourn is premature. He stated the Board of Commissioners believe they have the authority to do what they want with the budget. Rep Vadney stated he believed the contingency fund is in the statute. Rep Huot stated he believed the statute that applies to the contingency fund requires approval of the Delegation for the money to be spent.

Commissioner DeVoy stated he wasn't part of the meeting where the transfer took place. He stated the Delegation gave a sum total money that was approved not line item amounts.

Rep Sylvia asked if this body intend to revise the motion for transfer authority that was made in 2016. Rep Vadney stated he would like to watch it for a month.

Adjourn: The meeting adjourned at 11:30am.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant



Delegation Meeting Minutes

June 8, 2018 at 9:00 am

Chair Vadney called the Belknap County Delegation meeting to order at 9:04 am on the above date at 34 County Drive, Laconia, NH. Representative Fields led the pledge of allegiance.

In Attendance: Representatives Abear, Comtois, Fields, Fraser, Howard, Huot, Plumer, Silber, Spagnuolo (via phone @ 10:30am), Spanos, St. Clair, Sylvia, Tilton, Vadney and Varney.

Absent: Representative Aldrich and Lang.

Minutes: M/Fields to approve 5/11/18 minutes, S/Spanos. Rep Silber & Howard abstained. Motion passed.

M/Fields to approve 5/25/18 minutes, S/Spanos. Rep Varney abstained. Motion passed.

Gunstock:

RAN-Gunstock Area Commission Chairman Nix introduced, Commissioner Ruth Larson, General Manager Greg Goddard, Commissioner Bob Durfee and Commissioner Brian Gallagher. Mr. Nix stated they were present to request a \$600,000 RAN and approval of the MOU. He stated the RAN is a line of credit to help get through the summer until the busy winter season starts. Mr. Nix stated Gunstock has requested RAN's for 30 years and always paid them back. He stated this is also a Gunstock Commission public meeting as posted.

Mr. Nix stated some Delegation members have commented on privatizing Gunstock. He stated if this is something that is going to be looked into then the Gunstock Commission is willing to talk about it, but not approving the RAN will hurt Gunstock which in turn will hurt the privatization of Gunstock.

Greg Goddard reviewed the RAN power point for the public that might not have been in attendance at the May 25th meeting as this is a public hearing for purposes of the RAN.

Rep Vadney stated Gunstock is an interesting animal if you consider the way it came about. He spoke about the recent announcement that Vail was going to be taking over Sunapee Mountain. Rep Vadney stated if we are going to entertain change in ownership it is going to take studies.

Rep Huot asked for a short recess until Rep Spagnuolo could arrive in about 15 minutes. Rep Vadney stated he would hold the vote until Rep Spagnuolo arrives.

Rep Spanos asked everyone to ponder for a moment what would happen if Gunstock was privatized and failed, think of the affect it would have on local businesses.

Rep Vadney asked for public comment.

Barbara Howard, Alton stated she didn't see any benefits as a shareholder in Gunstock. She stated Gunstock has some of the highest paid staff in the County. Ms. Howard spoke about a conference that staff went to and the cost associated with it. Rep St. Clair asked if Ms. Howard had ever attended a Gunstock Commission meeting to voice her concerns. Ms. Howard stated she had not.

Alida Millham, Laconia stated she understood the desire to privatize Gunstock but it has nothing to do with the RAN request. She stated lines of credit are common for business private and public.

Jane Hooper, Center Harbor stated she has been enjoying Gunstock since the mid 70's. She stated the RAN is really important to get them through the summer and many businesses operate in the same type of way. Ms. Hooper stated it is a golden egg in the beautiful County and if anything happened to Gunstock it would affect everybody. She urged the Delegation to approve the RAN.

Norma Sortman, Laconia stated Gunstock is an amazing jewel in Belknap County. She stated anything that can jeopardize maintenance is very short cited. Ms. Sortman strongly recommend approving the line of financing.

Sean Sullivan, Laconia stated he would like to withhold comments until Rep Spagnuolo arrives.

Anthony Ferullo, Gilford urged the Delegation to vote in favor. He stated Gunstock is a very well managed and run business. Mr. Ferullo stated the benefit of employment and money to local economy is good.

Rep Vadney inquired about the profit sharing and 11 employees attending a conference. Mr. Nix stated Gunstock is an employer and under the IRS rules they have set up a private retirement plan for the employees with a match from Gunstock. Mr. Goddard stated profit sharing is a little misnamed as they do not take profits from the resort to give to the employees. He stated they did not send 11 employees to a conference at \$1,500 a person. Mr. Goddard stated monthly reports are sent to the Gunstock Commissioners and it does contain education attendance.

Rep Huot provided some historical comments about Gunstock. He stated RAN are used in all businesses. Rep Huot stated a huge amount of money had been spent making improvements and it shows in the historical reports for revenue. He stated the only purpose of having the County approve the RAN is Gunstock does not own the land so the tax payers have to back the borrowing.

Rep Sylvia inquired about the strategic plan on page 17 and stated it was similar to the County fund balance. He asked why they need to borrow money. Mr. Nix stated if you look at the cash flow side it is not enough to cover the expenses. He stated if they do not get the RAN they will deplete the funds. Mr. Goddard stated the restricted funds are restricted by the Commission and cannot be accessed without a vote of the Commission. He gave an example of the way the weather affects the revenue and how the restricted funds help.

Rep Silber stated Gunstock does not have the power to borrow it requires the Counties full faith and credit to borrow. He stated this means if Gunstock can't repay then the County must pay with taxpayer money. Rep Silber reviewed the statute regarding Gunstock. He stated he didn't understand why the Gunstock Area Commission is paying out money to match contributions to employees when many employers don't do this. Rep Silber stated he did not know why the previous Delegations had approved the RAN and urged fellow members to vote no.

Rep Spanos asked for confirmation that 11 employees did attend the conference. Mr. Goddard stated the cost of a one day admission was \$150 per employee. He stated it was his opinion the amount of educational opportunity is very worthy. Rep Silber asserted that \$16,000 was spent for the conference and asked if that was true. Mr. Goddard stated that was not true and would be happy to provide the cost after when he returns to the office. Mr. Nix stated he did not see anything that was out of line with the quality of the educational experience. Rep Spanos stated he brought this up because it has been brought up today. Mr. Durfee stated Mr. Goddard has stated it was \$150 per employee and 11 staff members attended the conference.

Rep Fields stated he thought there was a lot of misinformation and believes the Commissioners as they are honest people. He stated he has never heard a tax payer say Gunstock is bad.

Rep Abear stated they had heard some positive and negative things in regards to Gunstock. He stated the RAN is not tax dollars it's an obligation of the County to repay if Gunstock fails to do so.

10:30am Rep Spagnuolo joined the meeting via telephone. He stated he was in a room by himself and was not able to miss work.

Sean Sullivan, Laconia stated there had been a lot of discussion in regards to profit sharing and the tax payers not benefiting. He stated every year the County receives \$175,000 from Gunstock and the RAN is always repaid as required. Mr. Sullivan stated we all know the employment in Belknap County is very tight and one of the main benefits that attracts people is retirement. He stated he would argue the interest rate to defer insurance rates verse RAN interest is significantly different. Mr. Sullivan referenced the comments that stated Gunstock should be run more like a private business and stated Gunstock is not allowed to borrow funds without the approval of the Delegation.

Rep St. Clair stated he had not be contacted by anyone asking him vote against this. He stated he would like to see the members of the public go to the Gunstock Commission meetings to voice their concerns. Rep St. Clair stated Gunstock provides a very good service to the tax payers.

Rep Vadney closed the public hearing at 10:40am.

Rep Comtois asked if it was proper for Rep Spagnuolo to join the meeting now. Rep Vadney stated he did not have a problem with it.

M/Silber to approve the RAN and urge to vote against it, S/Fields.

Discussion: Rep Huot stated there is a contingent liability of the County with the Gunstock RAN. He stated at no time has the County not been able to borrow money due to the Gunstock RAN borrowing.

Rep Vadney stated a few minutes ago we heard about the education cost and their total budget. He stated if you take the cost of the conference they spent \$1 for every \$8,000 on this conference.

Rep Abear stated he thought it was important that the public has a chance to weigh in either in support of or against Gunstock.

Rep Abear moved to question and called roll: Abear-Y, Comtois-Y, Fields-Y, Fraser-Y, Howard-N, Huot-Y, Plumer-Y, Silber-Y, Spagnuolo-Y, Spanos-Y, St. Clair-Y, Sylvia-N, Tilton-Y, Vadney-Y and Varney-Y. 13-2 Motion passed.

Rep Abear Resolved: "Pursuant to the authority of Chapter 399:15, 1959 NH Laws as amended, to authorize the Belknap County Treasurer to issue notes, on the concurrence of not less than four members of the Gunstock Area Commission, in an amount not to exceed Six Hundred Thousand Dollars (\$600,000.00) on such terms and conditions as shall be negotiated by the Gunstock Area Commission. Said notes are issued in anticipation of revenues at Gunstock Ski Area and shall have a maturity date of not later than April 1, 2019. All notes issued pursuant to this authority shall contain an express provision that all fees, fares, and tolls, as authorized by statute, shall continue to be collected until such notes have matured. The Gunstock Area Commission shall pay the principal and interest on said notes out of revenues collected by Gunstock Area."

Rep Abear called roll: Abear-Y, Comtois-N, Fields-Y, Fraser-N, Howard-N, Huot-Y, Plumer-N, Silber-N, Spagnuolo-Y, Spanos-Y, St. Clair-Y, Sylvia-N, Tilton-Y, Vadney-Y and Varney-Y. 9-6 Motion failed due to the 2/3 vote requirement.

MOU: Rep Howard stated under the MOU it faults due to the RAN failure.

Rep St. Clair encouraged the people that voted no to make sure the constituents know how they voted.

M/Comtois would like to do a forensic audit on the County, S/Silber.

Rep Vadney stated it would need to be advertised. Rep Abear stated they could not take a vote but could have a discussion.

Rep Comtois stated in lieu of the Commissioners moving money when they didn't have the authority to do so she really thinks the Delegation needs to have someone outside of the current auditing firm go through the budget. We need to be certain of what is being presented.

Rep Huot stated he didn't know what a forensic audit was, but the RSA does authorize a performance audit. He stated he had no idea what it would cost and before he would vote in favor he would want to know the cost.

Rep Plumer stated he was supportive of another audit. He spoke of the money coming in from Gunstock comes in through the County Treasurer and then moved to another account.

Rep Vadney stated the term forensic to him states a law has been broken or a crime committed and asked if that is what is being suggested.

Rep Comtois stated she was not suggesting a crime occurred.

Rep Silber stated it has been brought to his attention that when the treasurer is out of state his signature appears as a facsimile signature and asked if that had been approved. He stated he agreed whether we call it a forensic audit or performance audit.


Rep Comtois stated they don't know if the numbers are factual.

Rep Spagnuolo stated he felt like they are throwing around accusations like fraud and mismanagement is not right especially when the people are not present. He stated he didn't think it was ethical and unless there is proof in front of them they should not be discussing this.

Rep Howard stated he would like to have a review of the grant application process.

Adjourn: M/Plumer to adjourn at 11:06 am, S/Spanos. Rep Abear called roll- Abear-Y, Comtois-Y, Fields-Y, Fraser-Y, Howard-Y, Huot-Y, Plumer-Y, Silber-Y, Spagnuolo-Y, Spanos-Y, St. Clair-Y, Sylvia-Y, Tilton-Y, Vadney-Y and Varney-Y. Unanimous. Motion passed.

Respectfully submitted,


Jamie Ellsworth
Administrative Assistant



Executive Committee Meeting Minutes **July 17, 2018 at 6:00pm**

In Attendance: Representatives Huot, Howard, Spanos, Sylvia and Vadney.

Absent: Representatives Abear, Aldrich and Varney.

Rep Spanos led the pledge.

Minutes: M/Huot, S/ Spanos to approve the minutes from 5/11/18. Howard abstained. Motion passed.

Budget Review: Rep Sylvia stated he will need to learn the process for Medicaid, Medicare, ProShare and M-Quip.

County Administrator Shackett stated \$3.94 million in ProShare had been received, which was a lot more than budgeted. She stated the Commissioners are looking for a lot more information on the increased ProShare funds and the state is looking for some in return. She stated the state required the Counties to pay bed tax on the total amount of ProShare received. Rep Sylvia stated he read the statute and it is very confusing. Commissioner DeVoy stated the board is requesting to meet with DHHS direct to answer the questions they have. He stated he wants to do the math and meet with the IDN providers.

Rep Vadney asked if the IDN program was a federal program. Commissioner DeVoy stated that is the way he understood it. Rep Sylvia stated by the statute we have to return half. Rep Spanos stated he would like to know what the other Counties are doing with this extra windfall.

Revenue Review-County Administrator Shackett explained that the shaded lines are a variance of at least \$10,000.

County Attorney-Rep Sylvia asked if the County Attorney grants are expected to come in. County Administrator Shackett stated they were.

Sheriff- Rep Sylvia asked why outside detail revenue was down. County Administrator Shackett stated during negotiations a separate fund was set up and all the revenue and expenditures are

going into that fund. Rep Howard asked if the County is being reimbursed out of this fund to cover costs. County Administrator Shackett stated it was.

Nursing Home- They discussed the expected shortfall in the Nursing Home revenues.

Expense review-The Executive Committee reviewed each section of the budget.

County Administration-Rep Sylvia reminded the committee that it was not intended to fund the NHAC.

IT-They commented on the shortfall in the IT budget. It was explained that the shortfall is due to non-funding of the service contract.

Maintenance-There was significant discussion and questioning regarding the increased water and sewer expense. It will be researched.

Sheriff-Additional information was requested regarding the Sheriff's Exacom recorder and the reason for paying Registry of Deeds in the Sheriff budget.

Corrections-They discussed the CORE program; how many days a week it operates and how it is paid for. Commissioner DeVoy notified the committee that the County is not eligible for the second chance act grant this year.

Rep Sylvia stated an increase in the DHHS billing for the state fiscal year will leave us short.

The overage in the bed tax line was explained.

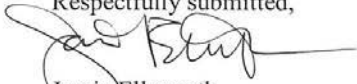
Rep Sylvia stated the nursing home surplus is expected to be \$80,000 and the total bottom line is \$152,000. County Administrator Shackett reminded the committee that \$150,000 is Contingency.

Rep Vadney asked what the one thing in the budget that stands out as likely to fail or is horribly underfunded. County Administrator Shackett stated the IT budget. She stated we need computers to run the County. Commissioner DeVoy stated his first thought is the CORE program.

Rep Sylvia stated per RSA24:14 the need to vote for further meetings. He stated he thought they should look at the budget once more at the end of the third quarter. M/Huot to schedule another budget review in October. S/Vadney. Unanimous. Motion passed.

Adjourn: M/Huot, S/Howard adjourn at 8:21pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Ellsworth', with a long horizontal flourish extending to the right.

Jamie Ellsworth
Administrative Assistant



Delegation Meeting Minutes
August 29, 2018 at 6:00 pm

Delegation Chairman Vadney called the meeting to order at 18:03. The meeting was held at the Belknap County Complex meeting room at 34 County Drive, Laconia, NH. The pledge of allegiance was led by Representative Lang.

In attendance were Representatives: Abear, Comtois, Fields, Fraser, Howard, Huot, Lang, Plumer, St. Clair, Silber, Spagnuolo, Spanos, Sylvia, Tilton, Vadney, and Varney.

Absent was Representative Aldrich. The Belknap County District 5 seat previously held by former representative Maloney is vacant.

Delegation Chairman Vadney welcomed and recognized Gunstock Area Commission (GAC) Nix. The GAC Chair introduced a second request for a revenue anticipation note (RAN) in the amount of \$600,000. He noted the RAN had been requested and denied at the June delegation meeting. Since that time about \$359,000 of expenditures had been trimmed from the Gunstock budget while revenues have fallen significantly short of projections, about 35% short for an assortment of reasons, such as weather too wet, weather too hot, equipment related issues, and unplanned facility issues. He stated that Gunstock will not make it to ski season without a RAN. If that happens it will put the county on the hook for about \$3.5 million in year one and about \$1.5 million each additional year thereafter. At the GAC meeting Tuesday August 28, 2018 a resolution, a statement of support for a review of an alternatives review for the operation of Gunstock was adopted which was read into the record. (see attachment #1)

Rep. Lang inquired about the cash balance of Gunstock. General manager (GM) Goddard responded that the operating fund balance is currently about \$100,000 there is an operating reserve of about \$60,000 and there is about \$250,000 in capital reserve.

Rep. Comtois inquired about projected versus actual cash position based on the 3 page pro forma cash flow statement provided by the GAC. (see attachment #2) GM Goddard responded that the important part is the cash position. He made a brief reiteration of the why the second request for a RAN is necessary. Rep. Comtois followed up with a more direct question about the August cash flow differential shown of \$108,000. GM Goddard responded that he could not explain the difference.

Representative Spagnuolo inquired about the cash flow difficulty. GM Goddard responded that it is the first time in 30 years no RAN has been authorized.

Rep. Lang asked how much of the \$359,000 was deferred maintenance? GM Goddard responded about half is deferred maintenance and the balance is planned expenditures taken out of the budget.

Rep Fields asked: What other things do you have to have? GAC chair Nix responded that Gunstock needs to be able to deal with unanticipated equipment failures and other such related contingencies.

Rep Huot Made a statement about the GAC adopting a great operating budget April 25th. He observed there is a history of RAN authorization and successful repayment. He defined what a RAN is and that he thinks they are a good idea. He closed by asking for reiteration of the amount of the RAN request brought by the GAC. GAC chair Nix responded \$600,000.

Rep. Tilton talked about the mechanics of the RAN and the involvement in the debt instrument issuance. GAC chair Nix responded that Gunstock has handled the mechanics of the debt issuance in a self-sufficient manner once authorization is obtained in the past.

Rep Lang asked for a show of hands of the people in the audience in support of the RAN issuance. The show of hands was unanimous.

Rep Sylvia requested a Belmont resident, a former GAC member speak on the matter before the delegation. Woody Ford, a former 15 year member of the GAC rose and spoke in support of RAN issuance making the points that there has been no default on Ran borrowing, Gunstock is a seasonal business, Gunstock lacks sufficient reserves, and privatization will not work as the land cannot be sold.

Heidi Croy, a Laconia resident stated that Gunstock was the reason she had been able to participate in the Olympics which is very important to her.

Diane Hanley, no domicile identified, asked: Why would you require deferred maintenance? How are you going to sell Gunstock if it goes down the dumper?

Eliza Ledbetter, no domicile given, a former Belknap Economic Development Committee member, a county worker, stated Gunstock is an economic driver. She called the work done short sighted.

Cindy Baron, no domicile given, stated she works in the construction business. She commented they have a right to run their business as they have in the past.

Carol Taylor, no domicile given, stated she owned Colonial House of Pancakes. She continued that the business had a line of credit. It lost the line of credit when the banks tightened the lending requirements. Her business folded.

Tom Tardif, Laconia suggested use of the county fund balance to cover the RAN.

Hunter Taylor, Belknap County Commissioner, stated the fund balance is insufficient to accommodate the Tardif suggestion.

Rep. Lang interjected a motion to grant the RAN. Motion seconded by Rep. Fields.

Rep Tilton spoke of the RAN generally and was in favor.

Joe DeLuca, no domicile given, took the position that the RAN should be passed for the children.

Rep Silber took exception to the personal abuse he and his wife had received as a result of his non-support of the initial RAN request. He was interrupted repeatedly. He continued without yielding the floor noting that Gunstock is in general good. He noted the supporters he had interacted with had not grasp of the requirements of the enabling statute. He noted Gunstock can be leased to a private operator as the Sunapee area has been. He stated that Gunstock pays Gilford about \$6,500 per year in taxes. If it paid an appropriate assessment it should be paying much more something in the neighborhood of \$275,000 per year. In comparison Sunapee pays about \$126,000 per year in property taxes and it has made lease payments between \$500,000 and \$600,000 annually. He also observed that the GAC represented to the delegation in June that it could make it to ski season without a RAN. He went on to observe that the financials and audit of Gunstock are still not available despite the fiscal year ending in April. He also noted the discounts for Belknap residents previously in place seem to have gone away but that the GAC has instituted discounted tickets for itself. He questioned that Gunstock is being operated in the best interest of the tax payers of the county.

Rep. Abear asked if the GAC resolution binds the GAC to accept implementation of the recommendation of the study committee supported by attachment #1. GAC chair Nix responded that it does not.

Rep. Hout moved the question. Rep Comtois asked if we had closed public input. GAC chair Nix offered that the meeting was noticed for public input.

An unidentified member of the public inserted a comment that all banks would authorize a loan because of the prior good record of repayment of previous RAN's.

Rep. Howard explained why he is voting no. The meeting degenerated to shouting from the audience.

The Chair gavelled the meeting back to order.

A roll call vote was taken to end debate. It passed 13-3.

A reading of the Certificate of Vote Resolution for Gunstock Notes or Bonds (RAN) (attachment #3) was done by Rep Lang. The motion passed 14-2 with one member absent and one seat vacant.

The question was raised from the floor whether the delegation should address the content of attachment #1. The comment was made that a vote would be inappropriate as it was not part of the notice.

A motion to adjourn was made by Rep Lang seconded by Rep Fields and by unanimous voice vote the meeting was adjourned. (attachment #4)

Respectfully submitted,



Rep Marc Abear *CLARK*

The Gunstock Area Commission ("Commission") supports the following proposed action plan to be forwarded to the Belknap County Delegation ("Delegation"), (a/k/a the Belknap County Convention), for their review and action.

Whereas, the Commission and Delegation have worked together in the past to investigate alternative business models for Gunstock Mountain Resort and prepare summary reports; and


Whereas, the economic and political climates have changed over time;

Wherefore, the Commission supports the following:

1. The Commission and Delegation shall work together to create a Study Committee charged with studying and making recommendations regarding alternate business models for Gunstock Mountain Resort. After reviewing existing information available, the Study Committee shall present to the Delegation and Commission alternate business model plans and make recommendations regarding the alternatives. The study shall include, but not be limited to, whether privatization, including leasing of the facility, is a beneficial, financially viable and legally possible option for Gunstock and the County.
2. The Commission and Delegation shall work together in good faith to determine the make-up of the Study Committee. At a minimum the Study Committee shall consist of a reasonable number of members of the Commission and Delegation appointed by their respective chairpersons or their appointed representatives; a reasonable number of representatives from private businesses from Belknap County; and members of the public.
3. If the Commission and the Delegation determine that an outside consultant is necessary to assist the committee, the Delegation shall allocate a reasonable amount of funds for the consultant.
4. The Commission and Delegation shall jointly agree upon a reasonable time table for a final report from the Study Committee, not to exceed one year from the date the Study Committee is formally created.

Additionally, the Commission recognizes that the Delegation is the auditing authority under the enabling statute which states "[a]ll financial transactions of the Commission shall be audited annually and at such other times and in such manner as the county convention may determine." 1959 Laws of N.H. Ch 399:14(e), (underline added). Therefore, as required by the statute, the Commission stands ready to cooperate and participate, including reasonable administrative staff support, to assist the Belknap County Convention in any additional audits that the County Convention determines is necessary.

I certify that resolution was adopted by the Gunstock Area Commission on August 28, 2018.


Stephan T. Nix, Chairman

Gunstock Area Commission

Summary of Cash Flows - May 1, 2018 to November 30, 2018 Original vs. Current Projections (\$000s)				
	Original Budget	Revised (no RAN) Budget	Current Projected as of 8/15	
Cash in*	\$ 4,225	\$ 4,225	\$ 3,736	\$ (489)
Cash Out	\$ 4,706	\$ 4,347	\$ 4,347	\$ (359)
	<u>\$ (481)</u>	<u>\$ (122)</u>	<u>\$ (611)</u>	
*Includes beginning cash balance in operating accounts				



ESTIMATED CASH PROJECTIONS FY 2019

Cash Flow Projections FY 2019 - Original Budget

	2018 May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2019 Jan-19	Feb	Mar	Apr	Summary
Opening Operating Cash*	714,463	112,885	146,111	117,786	231,159	197,469	204,415	150,164	1,038,467	1,551,908	2,030,414	2,104,948	2,037,337
Cash in													
Revenue	160,156	384,966	76,112	955,634	450,706	256,523	131,553	1,914,865	2,482,286	2,404,011	1,704,879	81,753	12,280,214
AP	150,792	400,000					200,000			(600,000)			10,782
RAM principal													
Soulrest				(100,000)									(100,000)
Camping			(22,000)	(22,000)									(44,000)
MC Week		(26,000)											(26,000)
Seasonals	(10,400)	(21,540)	(20,800)	(20,800)	(20,800)	(10,400)					20,000	20,700	(104,140)
Summer Season Pass FY19	7,500	2,500	(700)	(15,000)	(15,000)	(10,000)		(260,000)	(260,000)	(260,000)	(160,000)	(10,000)	(876,000)
Winter Season Pass FY19	70,000	4,000	10,000	15,000	25,000	100,000							
Deferred Income - FY19					50,000	200,000	130,000	100,000	(150,000)	(180,000)	(120,000)		
Outreach									5,000	4,000	8,000		10,000
Soulrest				5,000	15,000	20,000	10,000			5,000	10,000	15,000	44,000
MC Week			3,500	2,500		1,500			5,000	5,000	5,000	5,000	90,000
Camping						45,000		10,000					700,000
Seasonals													
FY18 Preseason Pass Sale													
Total cash in	238,044	743,946	733,126	810,334	497,406	602,623	486,853	1,824,865	2,052,286	1,893,011	1,541,879	671,151	12,074,780
Cash Out:													
PR & Taxes	255,000	290,000	390,000	415,000	290,000	280,000	295,000	535,000	642,000	670,000	465,000	290,000	4,737,000
Franchise Benefits	27,508	67,700	41,800	20,200	30,800	32,800	87,800	42,800	43,000	28,000	29,400	28,000	434,008
Worker Compensation Ins.			68,000	68,000	34,705	34,705	34,705	34,205	34,205	34,205	34,205	34,205	409,641
Monthly R&M/Supplies	194,566	202,458	141,394	140,000	105,171	151,731	128,400	290,000	380,000	450,000	400,000	150,000	2,681,760
P&L Insurance	50,000	3,407	16,473	16,473	16,473	16,473	16,473	16,473	16,473	16,472	16,472	16,472	201,862
Electric	42,074	36,120	14,000	18,500	18,564	13,242	20,000	20,072	17,403	208,006	123,605	43,445	711,131
Capital Budget FY 18		50,000	60,000					25,000	25,000				200,000
NP - Principal	235,879	28,211	5,929	5,965	5,984	58,507	6,032	19,116	214,486	23,093	366,311	172,807	1,210,807
NP - Interest	14,492	884	35,855	832	31,807	8,719	10,184	3,846	16,038	4,919	32,152	6,106	185,895
total cash out	839,524	718,420	663,451	703,961	533,096	595,677	541,101	936,587	1,539,406	1,403,695	1,367,345	739,064	10,791,904
• Does Not Include GAC Operating Reserves													
	132,985	148,111	117,786	233,159	197,469	204,415	150,164	1,038,467	1,551,088	2,030,414	2,104,948	2,037,337	2,037,337
Close Cash: With RAN													
WITHOUT RAN	132,985	(251,809)	(282,214)	(166,841)	(202,531)	(195,589)	(440,830)	438,467	961,088	2,030,414	2,104,948	2,037,337	2,037,337

[illegible]

* Dieses Merkmal ist für die GAC-Darstellung erforderlich.

Change in AP (5181.88)

Close Cash: With RAN

WITHOUT RAN

C:\FY2016\BANK\2019 Cash Flow Saved from May 30

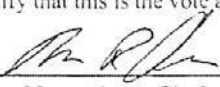
Resolution for Gunstock Notes or Bonds (RAN)

The following motion was made at the meeting of the Belknap County Convention (Legislative Delegation) August 29, 2018. Notice of said meeting was posted as required by law.

Resolved: "Pursuant to the authority of Chapter 399:15, 1959 NH Laws as amended, to authorize the Belknap County Treasurer to issue notes, on the concurrence of not less than four members of the Gunstock Area Commission, in an amount not to exceed Six Hundred Thousand Dollars (\$600,000.00) on such terms and conditions as shall be negotiated by the Gunstock Area Commission. Said notes are issued in anticipation of revenues at Gunstock Ski Area and shall have a maturity date of not later than April 1, 2019. All notes issued pursuant to this authority shall contain an express provision that all fees, fares, and tolls, as authorized by statute, shall continue to be collected until such notes have matured. The Gunstock Area Commission shall the principal and interest on said notes out of revenues collected by Gunstock Area."

Representative:	YES	NO
Marc Abear	X	
Glen Aldrich	ABSENT	ABSENT
Barbara Comtois	X	
Dennis Fields	X	
Valerie Fraser	X	
Raymond Howard		X
David Huot	X	
Timothy Lang	X	
John Plumer	X	
Charles St. Clair	X	
Norman Silber		X
Phillip Spagnuolo	X	
Peter Spanos	X	
Michael Sylvia	X	
Frank Tilton	X	
Herb Vadney	X	
Peter Varney	X	
Total:	14	2

I certify that this is the vote as included in the minutes of the aforementioned meeting.



 Marc Abear, Clerk

Belknap County Delegation

8/29/18

 Date

ATTENDANCE			TERMINATE DEBATE			M/M HUNT N/S FIELDS		
EQUIPMENT			M/M LANE			N/S FIELDS		
ADJUDICATOR			M/M LANE			N/S FIELDS		
X	N	Y						
ABSENCE	N							
X	N	Y						
Y	Y	Y						
X	Y	Y						
X	N	N						
X	Y	Y						
X	Y	Y						
Resigned								
X	Y	Y						
X	Y	N						
X	Y	Y						
X	Y	Y						
X	Y	Y						
ATE	ADJUDICATOR	Y						
X	Y	Y						
X	Y	Y						
X	Y	Y						

15	PRESENT @ school	13-3	14-2
1	ABSENT		
1	LATE		
1	VACANT POSITION DIST 5		



Delegation Meeting Minutes **September 27, 2018 at 6:00 pm**

Chair Vadney called the Belknap County Delegation meeting to order at 6:00 pm on the above date at 34 County Drive, Laconia, NH. Representative Fields led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Fields, Fraser, Howard, Huot, Lang, Plumer, Silber, Spanos, St. Clair, Sylvia, Tilton, Vadney and Varney.

Absent: Representative Comtois and Spagnuolo.

Minutes: Rep Silber requested the minutes reflect a roll vote of no for him. M/Lang approve two sets of minutes, S/Fields. Unanimous. **Motion passed.**

Public Hearing: Rep Sylvia stated his concerns about the legality of the meeting. Commissioner DeVoy read aloud a portion of the legal opinion that was received by the Commissioners. It was decided to continue with the meeting but not to vote.

Commissioner Meyers, DHHS, provided background information on the IDN's (Integrated Delivery Network) and the ProShare revenue. He and Mr. Lipman answered many questions asked by the Delegation members.

Rep Vadney opened the meeting to the public and Alida Milham spoke in support of providing the funding to the State.

Rep Sylvia presented a proposed motion to clarify the Commissioners transfer authority.

M/Silber to adopt the resolution as adopted, S/Aldrich.

Commissioner DeVoy stated when the budget was voted on it was a total dollar appropriation.

Rep Vadney suggested that they consider the resolution at the next meeting.

Rep Silber withdrew his motion.

M/Huot to propose a supplemental appropriation of \$1,192,015 to be appropriated to DHHS in support of the IDN5 at the meeting determined by the Chair of the Delegation. Rep Abear called roll: Abear-N, Aldrich-N, Fields-Y, Fraser-Y, Howard-N, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spanos-Y, St. Clair-Y, Sylvia-N, Tilton-Y, Vadney-N and Varney-Y. 9-6 Motion passed.

Adjourn: M/Huot to adjourn at 8:03pm, S/Fields. Unanimous. Motion passed.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jamie Ellsworth', with a stylized flourish at the end.

Jamie Ellsworth
Administrative Assistant



Delegation Meeting Minutes **October 9, 2018 at 10:00 am**

Chair Vadney called the Belknap County Delegation meeting to order at 10:19 am on the above date at 34 County Drive, Laconia, NH. Representative Aldrich led the pledge of allegiance.

In Attendance: Representatives Abear, Aldrich, Fields, Huot, Lang, Plumer, Silber, Spagnuolo, Spanos, St. Clair (@ 10:25am), Sylvia, Tilton (via phone) and Vadney

Absent: Representative Comtois, Fraser, Howard and Varney.

Rep Tilton participating via phone in a room by himself. Not able to attend due to a medical appointment.

Rep Abear called roll to allow the participation of Rep Tilton via phone: Abear-Y, Aldrich-Y, Fields-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-Y, Spagnuolo-Y, Spanos-Y, Sylvia-Y, Tilton-Y and Vadney-Y. Unanimous. Motion passed.

Minutes: M/Lang to approve the minutes, S/Aldrich. Rep Abear called roll: Abear-Y, Aldrich-Y, Fields-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-Y, Spagnuolo-Y, Spanos-Y, Sylvia-Y, Tilton-Y and Vadney-Y. Motion passed. Unanimous. Motion passed.

Supplemental Appropriation: The Representatives spoke of their reasons to either support or not support returning the money. Commissioner Meyers and Mr. Lipman from DHHS were present to answer questions.

Several members of the public weighted in on the issue.

Karen Gallagher, Sanbornton read her letter for reasons to not support sending the money back.

Rep Vadney read excerpts of a letter received from Mary K James.

Madeline spoke out in support of sending the money back to support the IDNs.

M/Huot the convention make a supplemental appropriation in the amount of \$1,192,015 for the purpose of reimbursing the State of NH in connection with ProShare, S/Lang.

Commissioner Meyers asked that the motion be amended to not state reimbursement of ProShare and state for purposes of funding the IDN.

M/Huot amend his current motion to, Supplemental appropriation in the amount \$1,192,015 for the purpose of funding the IDN administered by HHS, S/Lang.

M/Sylvia amend current motion to take money from taxation not fund balance. Rep Abear asked if there is enough in fund balance. Commissioner DeVoy stated there is. S/Aldrich.

Rep Sylvia stated the Commissioners have a fund balance policy. Rep Lang asked if the motion is to tax the tax payers again. Rep Sylvia stated that was correct.

Rep Silber moved the question to cut off debate. Rep Abear called roll: Abear-Y, Aldrich-Y, Fields-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-Y, Spagnuolo-Y, Spanos-Y, Sylvia-Y, Tilton-Y and Vadney-Y. Unanimous. Motion passed.

Rep Sylvia repeated his motion: amend current motion to take money from taxation not fund balance. Rep Abear called roll: Abear-N, Aldrich-Y, Fields-N, Huot-N, Lang-N, Plumer-N, Silber-N, Spagnuolo-N, Spanos-N, St. Clair-N, Sylvia-Y, Tilton-N and Vadney-Y. 3-10 Motion failed.

M/Huot supplemental appropriation for \$1,192,015 for the purpose of funding the IDN as administered by NH DHHS, S/Lang. Rep Abear called roll: Abear-N, Aldrich-N, Fields-Y, Huot-Y, Lang-Y, Plumer-N, Silber-N, Spagnuolo-Y, Spanos-Y, St. Clair-Y, Sylvia-N, Tilton-Y and Vadney-N. 7-6 Motion passed.

Commissioner Waring stated there needs to be an offsetting revenue.

M/Lang to increase the revenues in the nursing home to match the previously voted on appropriation, S/Fields. Rep Abear called roll: Abear-N, Aldrich-N, Fields-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spagnuolo-Y, Spanos-Y, St. Clair-Y, Sylvia-N, Tilton-Y and Vadney-Y. 9-4 Motion passed.

Resolution for transfer authority: M/Silber to adopt Rep Sylvia's resolution, S/Aldrich.

Rep Sylvia read the resolution: Whereas: The Belknap County Delegation has previously set a limit upon budgetary transfers; and

Whereas: Said transfer policy has not been altered or abolished; and

Whereas: Previous annual restatements of the policy may have allowed a question of ambiguity; and

Whereas: The County will operate with more tranquility with a clear policy known to all; and

Whereas: RSA 24:14 provides "The county convention may require that the county commissioners obtain written authority from the executive committee before transferring any appropriation or part thereof under RSA 24:15".

Be it resolved; the Belknap County Delegation in accord with RSA 24:14 does hereby require that the county commissioners obtain written authority to make transfers between departments totaling \$1,000 or more from any department; the requested transfer shall comport with RSA 24:15; this policy shall remain in place until altered by vote of the Delegation.

Rep Lang stated he made a motion in 2017 and it was approved and this would be a change in policy.

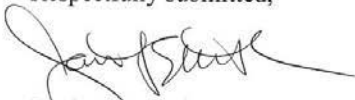
Commissioner DeVoy stated it is the 4th quarter and asked they be allowed to continue to operate the way they have been.

Rep St. Clair called the question. Rep Abear called roll: Abear-Y, Aldrich-N, Fields-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-Y, Spagnuolo-Y, Spanos-Y, St. Clair-Y, Sylvia-N, Tilton-Y and Vadney-Y. 11-2 Motion passed.

M/Silber to adopt Rep Sylvia's resolution previously stated, S/Aldrich. Rep Abear called roll: Abear-N, Aldrich-N, Fields-N, Huot-N, Lang-N, Plumer-N, Silber-Y, Spagnuolo-N, Spanos-N, St. Clair-N, Sylvia-Y, Tilton-N and Vadney-N. 2-11 Motion failed.

Adjourn: M/Fields to adjourn at 11:50 am, S/Huot. Rep Abear called roll: Abear-Y, Aldrich-Y, Fields-Y, Huot-Y, Lang-Y, Plumer-Y, Silber-N, Spagnuolo-Y, Spanos-Y, St. Clair-Y, Sylvia-N, Tilton-Y and Vadney-Y. 11-2 Motion passed.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant



Executive Committee Meeting Minutes
October 9, 2018 at 9:00 am

In Attendance: Representatives Abear, Aldrich (@ 9:06 am), Huot, Spanos (@9:04 am), Sylvia and Vadney.

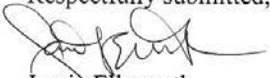
Absent: Representatives Howard and Varney.

Minutes: M/Huot the minutes be adopted as amended, S/Spanos. Unanimous. Motion passed.

Budget Review: The Executive Committee wants to be involved in the next financial audit. They want the opportunity to ask specific questions of the auditors. They reviewed the revenue and expense budgets, focusing on each item with significant variance from the original budget amounts.

Adjourn: M/Huot to adjourn at 10:07 am, S/Aldrich. Unanimous.

Respectfully submitted,


Jamie Ellsworth
Administrative Assistant



Executive Committee Meeting Minutes **October 9, 2018 at 9:00 am**

In Attendance: Representatives Abear, Aldrich (@ 9:06 am), Huot, Spanos (@9:04 am), Sylvia and Vadney.


Absent: Representatives Howard and Varney.

Minutes: M/Huot the minutes be adopted as amended, S/Spanos. Unanimous. Motion passed.

Budget Review: The Executive Committee wants to be involved in the next financial audit. They want the opportunity to ask specific questions of the auditors. They reviewed the revenue and expense budgets, focusing on each item with significant variance from the original budget amounts.

Adjourn: M/Huot to adjourn at 10:07 am, S/Aldrich. Unanimous.

Respectfully submitted,



Jamie Ellsworth
Administrative Assistant



Executive Committee Meeting Minutes
November 14, 2018 at 6:30 pm

In Attendance: Representatives Abear, Aldrich, Howard, Huot, Spanos, Sylvia and Vadney.


Absent: Representatives Varney.

Minutes: M/Abear to approve the minutes, S/Vadney. Unanimous. Motion passed.

Discuss guidance for 2018 audit: Rep Sylvia requested approval of the letter drafted to Melanson and Heath. M/Abear to accept the letter and forward a copy to the Commissioners and auditors. Unanimous. **Motion passed.**

Adjourn: M/Huot to adjourn at 6:38 pm, S/Aldrich. Unanimous. Motion passed.

Respectfully submitted,


Jamie Ellsworth
Administrative Assistant



Delegation Meeting Minutes **December 13, 2018 at 6:00 pm**

Rep Tilton called the Belknap County Delegation meeting to order at 6:00 pm on the above date at 34 County Drive, Laconia, NH. Representative Howard led the pledge of allegiance.

In Attendance: Representatives Aldrich, Bean, Beaudoin, Comtois, Feeney, Fields, Howard, Huot, Julius (@ 6:30pm), Lang, Mackie, Plumer, Spanos, St. Clair, Sylvia, Tilton, Varney and Viens (@ 6:30pm).

Rep Tilton acted as Chair as he is the longest serving member. All Representative, Commissioners and department heads introduced themselves.

Elect Officers: Rep Tilton stated the first order of business was to elect a chairperson.

Rep Howard nominated Rep Sylvia as Chairperson, S/Plumer.

Rep Lang nominated Rep Spanos as Chairperson, S/Huot.

M/Huot, S/Fields to close nominations. Unanimous. Motion passed.

Rep Sylvia handed out papers for the members to vote for Chairperson. Rep Tilton stated the ballots will be collected, read aloud and put in the record.

Ballot results:

	Chairman
Aldrich	Sylvia
Bean	Sylvia
Beaudoin	Sylvia
Comtois	Sylvia
Feeney	Spanos
Fields	Spanos
Howard	Sylvia
Huot	Spanos
Julius	
Lang	Spanos
Mackie	Sylvia
Plummer	Sylvia
Spanos	Spanos
St. Clair	Spanos
Sylvia	Sylvia
Tilton	Spanos
Varney	Sylvia
Viens	

Rep Sylvia is the Chairman of the Delegation.

Rep Spanos nominated Rep Lang as Vice-Chair, S/Fields.

Rep Comtois nominated Rep Howard as Vice-Chair, S/Aldrich.

M/Fields, S/Huot to close nominations. Unanimous. Motion passed.

Ballot results:

	Vice-Chairman
Aldrich	Howard
Bean	Lang
Beaudoin	Lang
Comtois	Howard
Feeney	Lang
Fields	Lang
Howard	Howard
Huot	Lang
Jurius	
Lang	Lang
Mackie	Howard
Plummer	Howard
Spanos	Lang
St. Clair	Lang
Sylvia	Howard
Tilton	Lang
Varney	Howard
Viens	

Rep Lang is the Vice-Chair of the Delegation.

Rep Fields nominated Rep Comtois as Clerk, S/Aldrich.

M/Huot, S/Aldrich that the Chair be allowed to cast one vote for Clerk. Unanimous. Motion passed.

Rep Sylvia voted Rep Comtois as Clerk of the Delegation.

Rep Sylvia stated he was looking for discussion and vote for Executive Committee to act as subcommittee for the budget process.

Rep St. Clair nominated Rep Huot, S/Lang. M/St. Clair, S/Fields to close nominations. Unanimous. Motion passed. M/Fields to allow Rep Sylvia to cast single vote S/Lang. Unanimous. Motion passed. Rep Sylvia voted Rep Huot to the Executive Committee.

Rep Lang, S/Fields to nominate Rep Spanos to Exec. Committee.

Rep Howard, S/Plummer to nominate Rep Aldrich to Exec. Committee

Rep Spanos, S/St. Clair to nominate Rep Fields to Exec. Committee

Rep St. Clair S/Fields to nominate Rep Tilton to Exec. Committee

Rep Tilton suggested electing alternates. Rep Sylvia wanted to finish elections and discuss alternates after.

Rep Comtois, S/Lang to nominate Rep Howard to Exec. Committee

Rep Sylvia S/Howard nominate Rep Plummer to Exec. Committee.

M/Lang, S/Aldrich to close nominations. Unanimous. Motion passed.

Rep Comtois passed out paper ballots for members to write 3 selections for Exec. Committee.

Ballot results:

	Executive Committee (3 selections)		
Aldrich	Howard	Plummer	Aldrich
Bean	Howard	Spanos	Aldrich
Beaudoin	Spanos	Fields	Tilton
Comtois	Howard	Plummer	Aldrich
Feeney	Spanos	Tilton	Fields
Fields	Spanos	Tilton	Fields
Howard	Aldrich	Howard	Plummer
Huot	Fields	Tilton	Spanos
Jurius	Spanos	Aldrich	Fields
Lang	Tilton	Spanos	Fields
Mackie	Aldrich	Howard	Plummer
Plummer	Aldrich	Howard	Plummer
Spanos	Spanos	Fields	Tilton
St. Clair	Spanos	Tilton	Bean
Sylvia	Howard	Aldrich	Plummer
Tilton	Fields	Spanos	Tilton
Varney	Howard	Aldrich	Plummer
Viens	Plummer	Spanos	Howard

Rep Spanos, Aldrich and Howard nominated to Executive Committee.

2019 Budget Public Hearing:

Commissioner DeVoy reviewed the slideshow presentation.

Each department head reviewed their department slide.

Ann Nichols spoke on behalf of Genesis (Lakes Region Mental Health).

Justin Slatery spoke on behalf of BCEDC.

Kelly McAdam spoke on behalf of UNH Coop Extension.

Lisa Morin spoke on behalf of Conservation District.

Rep Sylvia opened the public hearing at 7:23 pm and asked for public comment.

Tom Tardif, Laconia stated the County Attorney has one more responsibility and it is to respond to the Delegation. Mr. Tardif requested clarification on the grants in the budget.

Rick Demarc, Meredith-congratulated members. He stated the downward trend in budget is not healthy or wise to the tax payer.

Rep Sylvia closed the public hearing at 7:28pm.

Other: Rep Sylvia reviewed RSA24-2B for replacing members of the Exec. Committee. There was a brief discussion on the purpose of an alternate member. M/Lang adopt RSA24-2B to elect a vacancy at next Delegation meeting should a vacancy occur, S/Aldrich. Unanimous. Motion passed.

Rep Sylvia reviewed his target completion date for the budget and would like the Executive Committee to serve as the subcommittee for the budget process. Rep Fields stated he would like subcommittee that would benefit the new members. Rep Tilton stated he could see pros and cons of both ways. Rep Huot stated it was a good idea. He would like the Exec Committee to provide recommendations to the Delegation and wait a week to vote on the final budget.

M/Lang authorize the Exec Committee to act as the sub-committee for the budget and have a recommendation to the Delegation by February 11th, S/Howard. Unanimous. Motion passed.

There was a discussion about the legal line for the Delegation.

Rep Howard stated the issue with Gunstock is still hanging out from last session. There was a discussion about the study committee for Gunstock. The Gunstock Reps will be Howard, Plummer and St. Clair.

M/Fields authorize the 3 reps to produce a study committee for Gunstock, S/Aldrich. Unanimous. Motion passed.

Adjourn: M/Huot S/Lang to adjourn at 7:59pm.

Respectfully submitted,

Representative Barbara Comtois
Clerk

Meeting Minutes for the Executive Committee – December 27, 2018

The meeting was called to order at 9 a.m. by Rep. Sylvia - in attendance: Rep. Sylvia, Rep. Lang, Rep. Comtois, Rep. Aldrich, Rep. Howard, Rep. Huot, and Rep. Spanos

The first order of business was to elect officers.

Rep. Comtois nominated Rep. Howard for Chair 2nd by Rep. Aldrich

Rep. Spanos nominated Rep. Lang for Chair 2nd by Rep. Huot

The vote was:

Rep. Howard received 4 votes – Rep. Aldrich, Rep. Comtois, Rep. Howard, Rep. Sylvia

Rep. Lang received 3 votes – Rep. Huot, Rep. Lang, Rep. Spanos

Rep. Howard became chair

Rep. Aldrich was nominated by Rep. Sylvia to become Vice Chair, 2nd by Rep. Comtois

No other nominations – Rep. Aldrich received all 7 votes and became Vice Chair

Rep. Spanos nominated Rep. Comtois for Clerk, 2nd by Rep. Huot

No other nominations – Rep. Comtois received all 7 votes and became clerk

Rep. Huot requested information about the process of approving the budget – he said that Rep. St. Claire expressed concerns about the process and he agrees that the Executive Committee go through the lines. – He is concerned that other reps will not have a chance to express themselves.

Rep. Sylvia – the meetings are open to the public – they can also watch on video – and heads of dept accessible to any member of the delegation – heads should be available at full delegation meetings for questions

Rep. Spanos – I think it is generally a good idea that more experienced reps review the budget, but it crucial that newer members become a part of the process – what depts should be level funded/which can be cut

Rep. Huot – concerned about the aggressive schedule – not all members have as much time as others

Rep. Comtois – expressed thoughts

Rep. Lang – great for diving into details

Proposes – cost centers – provide summary packet to members – up/downs for each department

Decent summary of where we started/where we ended up and gives them insight into how we got to where we are

Philosophy and votes –

Rep Huot – bugging him for years – are our other job – the requirements of the county budget process – Commissioners must have it ready by Dec. 1 and public hearing must be heard w/in 15 days – believes the way we do it in Concord is better

Rep Howard – please pass out info

Register of Deeds 9:27 a.m. – Judy McGrath

9:30 a.m. Commissioner Waring arrived

Rep. Spanos – deeds consistently strong earner – expenses are usually flat sometimes higher/lower but always reasonable

Rep Howard – file data restoration –

Rep Sylvia – how old are these – 1800's

Is there any other companies that do this - restore books

Rep. Lang – Commissioners want 40K – what is urgency – Judy we could phase in over a period of time she would like to do 2 books a year –

Rep. Comtois motion to change line item #53422 File/Data Restoration to 16K 2nd Lang – open for discussion – Rep. Sylvia – considering that these are 1800's – 10 year plan vs Rep. Lang 5 year plan

Motion to add 6K to line item #53422 – to 16K – unanimous vote –

Rep. Comtois – PT wages -decrease by 6K Rep. Sylvia came up w/10K –

Rep. Lang – he looks at historical average about 10K –

Rep. Sylvia motion to reduce line item #51200 Part-time wages to 10K Lang 2nd

Reduce line item from 18200 to 10k #51200 – unanimous – motion passes

Rep. Sylvia motion to reduce line item #51400 Wages Overtime to \$100 2nd by Rep. Lang – unanimous

Rep. Sylvia – change line item # 51510 Sick time Incentive to \$500 from \$1175 – 2nd Rep. Lang

Rep. Howard – sick time incentive – Judy – one staff member was out – used up all her sick time –

Rep. Sylvia – removed motion and new motion I sick time to be tabled in all departments until actuals come out in 2 weeks – unanimous

Rep. Comtois motion to reduce payroll tax line Item # 52200 to \$12,862 - Rep. Lang 2nd - unanimous motion passes

Travel – Rep. Sylvia – Judy was not able to attend symposium in 2018 but it is important for her to attend in 2019

Office Supplies - Rep Sylvia - \$900 – running around \$700 w/exception of 2015 – pays for kit machine – 24x36 bond paper – can we get by on \$700

Rep. Sylvia motion to reduce line item # 56200 – Office supplies to \$700 - 2nd Aldrich

Rep Huot – object to nickel and dime the expenses – continuously haggle over small amounts – remember when budget is created back in the summer of the previous year – based on amounts that have not been spent – Rep Howard – we are going to look at each line item – want to achieve balance – Rep Lang – he is looking at what they need to run the office and not the tax rate

All the nickel and dimes come out of the taxpayer pockets – all the excess goes to unfunded balance – and every nickel and dime does not matter – Rep Huot if a dept is operating in an efficient manner – they were right/we were wrong – it’s about being run efficiently – shouldn’t worry about \$50 or \$100 here and there – Rep Spanos – there will be dept’s where real money can be saved – but this is not the department – Rep. Sylvia – reducing will still allow them to run department efficiently

Rep. Sylvia reduce #56200 by \$200 – to \$700 4-3 vote – Rep. Aldrich, Rep. Comtois, Rep. Howard, Rep. Sylvia voting in favor of the motion – Rep. Huot, Rep. Lang, Rep. Spanos voting against the motion

Final Budget for Register of Deed - \$395,715.00

Delegation – 10:20 a.m.

– Rep. Sylvia motion to reduce line item # 5300 – Delegation Meetings by 1K to 4K 2nd by Comtois

Rep. Lang – odd number of years seem to be higher and even number of years- Rep Spanos – did we run into a shortage last year – 2017 we ran into a shortage –

All in favor – line item #53000 4 to 3 vote – reducing to 4K – motion passes - Rep. Aldrich, Rep. Comtois, Rep. Howard, Rep. Sylvia voting in favor of the motion – Rep. Huot, Rep. Lang, Rep. Spanos voting against the motion

Rep Howard – Rep Huot – legal line would like to put money into it – gives the delegation the ability to have legal council

Rep Howard – motion to add \$1k to line item # 53200 – Legal Services - 2nd Rep Huot –

Rep. Lang would like to revisit what was spent on – before we decide on actual \$\$ figure – Commissioner Devoy is not into suing and doesn’t like to spend money on lawyers – Commissioner Waring– delegation does not have the ability to expend money out of any line item –

Rep. Lang – still thinks we should

Rep. Comtois – transparency by leaving legal line in under county convention for transparency – Rep. Huot statue what county commissioners can and cannot spend money for – what happens to someone by spending money out of the fund that was not appropriated –

Ms. Shackett – utmost importance – that they believe everything is classified correctly

Line item #53200 to \$1000 – 4 to 3 vote – motion passes –Rep. Huot, Rep. Spanos, Rep. Howard, Rep. Comtois voting for the motions Rep. Aldrich, Rep. Lang, Rep. Sylvia voting against the motion

Rep. Sylvia motion to change line item # 56105 meeting notices to \$900 - Rep. Lang 2nd – unanimous – motion passes

Rep. Sylvia motion to change line item # 56130 travel to \$2000 - 2nd Rep. Lang – unanimous – motion passes

Rep Huot – leaving 10:42 am.

County Admin – 10:50 a.m.

Rep Sylvia –remove \$10,000 from line item #33100 grant money and remove matching expense item #52280 Employee Recognition

Rep. Sylvia motion to remove \$10k from Line item #33100 – Grant revenue line – 2nd Rep. Comtois

Commissioner Waring – would it be better to receive or not receive monies – or should we move that 10k to contingency

Rep Sylvia separate the county from the IDN – integrated delivery network – return grant money to IDN – Commissioner Devoy – if we left grant income there – Rep. Lang we can accept under unanticipated – Rep. Sylvia important to understand we are giving away 1.2 million and getting back 10k – he opposes whole scheme – is jail receiving IDN money – Commissioner Devoy it would be for aftercare

Unanimous vote – motion passes

Rep Sylvia motion to remove Human Resource Director from Admin budget total cost for 8 mos \$83,546.39 – 2nd by Comtois –

Commissioner Waring – hears and understands the arguments has been recommended by the commissioners for the last 3 years – if you look at it in a corporate world – that does not have a full HR staff – the admin staff is running lean – we are one major compliance issue

Unanimous vote – motion passes

Rep Sylvia motion to reduce line item # 51400 – overtime wages to 1K from 2k – 2nd Aldrich –

Vote 3-3 motion fails Rep. Sylvia, Rep. Comtois, Rep. Aldrich – Rep. Howard, Rep. Spanos, Rep. Lang

Table sick time incentive

Rep. Sylvia makes a motion to change line item # 52280 employee recognition to 1,200 from 12,200 2nd Rep. Howard

Rep. Sylvia –makes a motion to table audit amount until we hear from auditors – it is the Executive Committee’s position to oversee audits

Table audit 2nd Rep. Aldrich – unanimous – RSA28:14 – motion passes

Legal Services – Rep. Sylvia – motion to reduce line item #53200 legal service to 5K – 2nd Rep. Aldrich

extreme amounts of money spent on legal fees were absolutely unnecessary prior to middle of last June we had bills from the attorney that were not detailed and could’ve/should’ve been challenged – need to limit to reasonable and ordinary Commissioner Devoy as a commissioner they need to be revised –

Rep. Lang could support \$15k not \$5k – Ms. Shackett – 23K is on borrowing costs –

Rep. Sylvia – amends his motion to 12k - 2nd Aldrich

Rep. Lang will support 20k, Rep. Sylvia commissioners have abused legal line – before current commissioners were in office – commissioners lost – law firm in Exeter – abuse is not new – believes that they have spent money inappropriately using taxpayer monies – supplemental appropriations that are not necessary or to the benefit of the county – he opposes it

Rep. Spanos – has worked with many attorney’s – cannot support motion

Rep. Lang amend to 20k 2nd Spanos – 20% reduction - in reality we are only allotting 5k for legal outside of bond council –

Ms. Shackett – no HR director – with unions – personnel problems – for making any missteps –

Rep. Sylvia amends his motion to 20k 2nd Aldrich – unanimous – motion passes

Rep. Lang’s motion was ruled out of order

Dues & Subscriptions – Rep. Sylvia – municipal association is falling apart – and there are 18 reps in Concord to help with county business –

Ms. Shackett – please leave ICM intact – not as much value in municipal association – value is acting as a clearing house

Commissioner Waring very dissatisfied with the municipal association – cost 10k and will only pay if they receive value – the biggest obstacle – certifying correction officers – may become a collective bargaining discussion with union –

Rep. Howard – so many dues –

Rep. Aldrich –

Ms. Shackett – appointed to board of NHMA and NAACO – prescription drug program –

Rep. Sylvia makes a motion to reduce line item #55600 Dues & Subscriptions by \$3,950.00 – 2nd Rep. Aldrich

Rep. Howard wanted to know if Rep. Sylvia if he would amend his motion

Rep Spanos – wants to avoid legal skirmish

Motion fails – 3 to 3 Rep. Spanos, Rep. Lang, Rep. Hoard voting against – Rep. Sylvia, Rep. Aldrich, Rep. Comtois – in favor

Rep. Lang moves to level fund line item #55600 Dues & Subscriptions 2nd Spanos

3 to 2 - \$6800 – motion passes Rep. Spanos, Rep. Lang, Rep. Comtois voted in favor – Rep. Howard, Rep. Aldrich voted against – Rep. Sylvia abstained

Rep Sylvia motion to reduce line item #56110 Professional Development to \$1,000 – 2nd Rep Aldrich

Ms. Shackett not able to attend conference – has been doing that for the last 4 years – Primex – insurance conference very valuable – Association of Counties – Belknap county is supposed to host this year – NAACO – very valuable 4 of them just graduated from it – all online 12 weeks of webinars – very time consuming –

Rep Spanos – as in all professions – conferences are valuable – Rep Lang expanding on this –

3 to 3 motion fails – Rep. Spanos, Rep. Lang, Rep. Aldrich voting against – Rep. Sylvia, Rep. Howard, Rep. Comtois – in favor

Rep Sylvia makes a motion to reduce item # 56130 travel to \$500 - 2nd Aldrich

unanimous – motion passes

HHS – 12:20 pm –

calculated a 5% increase into nursing home care

Rep. Sylvia motion to change line item # 53500 to \$6,720,000 - 2nd Rep. Aldrich

Motion fails – 2 to 4 = Rep. Sylvia, Rep. Comtois voting in favor of – Rep. Aldrich, Rep Howard, Rep Lang, Rep. Spanos against

IDN – Rep. Sylvia makes a motion to reduce line item # 53560 IDN to \$0.00- Aldrich 2nd

Rep. Howard what would happen if we did not get pro-share money – Ms. Shackett money wouldn't be spent – if it doesn't come in we will be in trouble on the revenue side –Rep. Spanos – as the chair spells out – he would be inclined to leave funds in line item.

Motion passes 4 to 2 Rep. Sylvia, Rep. Aldrich, Rep. Howard, Rep Comtois voting in favor of – Rep. Spanos, Rep. Lang voting against

Debt Service – borrowed 7.8 million – interest is variable – came to an average interest rate of 3.55% - flexible interest rate – with higher interest rate on front end – discount on loan of 7.8 million of \$373,100 to reduce amount of loan to \$7,426,900

Rep. Comtois motion to reduce contingency to 75K - Sylvia 2nd – reduce to 75K

Vote 4 to 2 2 Rep. Sylvia, Rep. Aldrich, Rep. Howard, Rep Comtois voting in favor of – Rep. Spanos, Rep. Lang voting against – Motion passes

Motion to adjourn – Comtois 1st – 2nd Aldrich

unanimous

Meeting Minutes for the Executive Committee – December 28, 2018

8:35 am Pledge

Rep. Sylvia question on schedule – housekeeping? about today's meeting and notification County Atty can meet according to 91a instead of RSA 24 – this is a properly noticed meeting – cancellation for meeting on Monday due to attendance – Corrections and Sheriff moved to January 7th

In attendance – Rep. Aldrich, Rep. Comtois, Rep. Howard, Rep. Lang, and Rep. Sylvia

County Attorney – 8:40 am

Rep. Howard – revenue down – currently 3 grants – position is vacant – so cannot draw on grant – the grant actually comes w/a lot of admin burden – person in position - 75% of time must be spent on domestic violence and sexual assault cases – loss of 30k – he has reapplied for grant, it has been granted but not sure he can fill the position

Case load – very time consuming – he has at least 20 to 30 cases he is doing himself – at any given time at least 12 cases involving domestic violence/sexual assault

Commissioner Devoy – we need to hire a general attorney

Rep Lang – 30k – actual 20k – because 10k is for recordkeeping – more efficient to hire a general attorney

County Atty – dropping grant is under consideration

Revenues accepted as stated

There are 5 positions in attorney's office – when do you expect to fill vacancy – he is currently interviewing – he has a few more interviews – but has not narrowed down – we could reduce to an 11-month salary for the 5th position – Ms. Shackett – difficult hiring someone – maybe should keep monies there – salary for the position is \$75k – 71358 –

Rep. Sylvia motion to change to FT wages and related line items to reflect 11month salary 2nd by Rep. Lang – unanimous – motion passes

Dues – Rep. Sylvia – pays bar dues and anyone who needs a new JP (Justice of the Peace) renewal – how much are bar dues – NH bar dues \$500 - \$75 renewal -

Rep. Comtois motion to reduce line item 53000 Dues to \$2,700– 2nd Rep. Sylvia – unanimous – motion passes

Spots terminal – Rep. Sylvia sometimes we get billed for it sometimes we don't –

Rep. Lang – should budget for – we have an obligation –

Commissioner Devoy – contingency was cut in ½ -

Rep. Sylvia motion to reduce line item #53420 to \$2k for Spots terminal – 2nd Rep. Aldrich – 4 to 1 – Rep. Lang opposed – Rep. Aldrich, Rep. Comtois, Rep. Howard, Rep. Sylvia voted in favor – motion passes

Rep. Lang software support – County Atty - PBK – also have Westlaw – legal research program – we moved where one of these was getting paid from – Westlaw was being charged into spots terminal maintenance –

Rep. Sylvia – can he get an idea what we have for software support – PBK (Carpell) database management - \$5400 – Westlaw - \$ 3,168 in 2018 was paid in books journals & periodicals – changed to \$5100

Spot terminal 2015 paid \$4,125, \$1,125 was encumbered in 2014 –

Rep. Lang – Witness line - County Atty encouraging atty's to use more expert witnesses – especially sexual assault – and more financial cases – an area he wants to develop more – line also pays witness fees and travel fees for out of state witnesses

DNA testing is mostly done in PA

Rep. Lang motion to increase line # 53425 software from \$7,850 to \$8,268 – an increase of \$418 – 2nd Aldrich

3 to 2 – Rep. Sylvia, Rep. Comtois opposed – Rep. Aldrich, Rep. Howard, Rep. Lang in favor – motion passes

Rep. Sylvia reduce Medical Examiner line to 16K – no second

Prof Development – 1st Rep. Comtois 2nd Rep. Lang reduce by \$500 to 1k – unanimous – motion passes

Office supplies – 1st Rep. Sylvia – 2nd Rep. Comtois reduce by \$300 to \$3500

Books 1st Rep. Comtois 2nd Rep. Sylvia reduce to 1K – unanimous – motion passes

Rep. Howard – 1 Union not under contract – 2 ending 12/31 –

Corrections – not in contract for over 1 year

Nursing Home and support staff are expiring 12/31/18

All contracts - we will look at CPI in 8/18 – a 5.5% increase in pay –

Maintenance will be out of contract on Jan 1, 2019

COUNTY MAINTENANCE

OT 1st Rep. Comtois reduce by \$1,000 – 2nd Rep. Sylvia – Rep. Lang overspent last year –

Rep. amend motion to reduce OT by \$600 – unanimous - motion passes

Rep. Lang – Electricity – Dustin – more energy efficient lighting and any projects – by replacing chiller on NH – Rep. Howard are we applying for energy efficiency grants – yes – boiler – rebates – are applied to purchase costs – taking advantage of all incentives

Rep. Lang motion to level fund electricity to 2018 actual rate 1st no second

Rep. Howard – you just told us that you did not look at 2018 actuals – how come #s are the same – Dustin – some savings – no equipment will offset price

Water & Sewer – increased in consumption and increase from Laconia – increase from Jail usage –

Laconia water & sewer 27% increase -

County Complex Maintenance Repairs line 14194 #54305 – 1st Comtois – 2nd Sylvia – reduce to 18k

Vote 3 to 2 – opposed Rep. Howard, Rep. Lang – in favor Rep. Sylvia, Rep. Comtois, Rep. Aldrich – motion passes

Locks for jail - \$800 to \$1000 per lock under maintenance repairs –

Inmates that don't want to be there that are constantly shaking and kicking on doors

Rep. Aldrich hinges are recessed –

Vehicle & Repair – Rep. Lang 1st to add \$600 2nd Rep. Howard –

Vote 2 to 3 – motion fails Rep. Lang, Rep. Howard for – opposed is Rep. Sylvia, Rep. Comtois, Rep. Aldrich

2011 F350 25k miles

2011 Massey Fergusson tractor

Rep. Sylvia – what was extra money spent on – sander needed to be rebuilt – SS sander –

Rep. Lang – reasonable request – Dustin mileage is low, but are hard miles – plowing, hauling, etc. kept clean and well serviced

Maintenance projects listed on page 108 and 109

Rep. Lang 1st motion to reduce Building & Maintenance by \$4k – line item # 14194-57200 2nd Rep. Sylvia okay by Dustin amount already encumbered in 2018 – unanimous – motion passes

CAPITOL PROJECTS

Capitol Projects - encumbered \$60k in 2018 for elevator project

OUTSIDE AGENCIES

Outside Agencies – 11:18 am -Rep. Howard – UNH Ext – community agenda – paid out for by extension – Sue Cagle would be her travel and other extension staff county does not pay only Sue's and 25% of her salary – Sue had a budget – Rep. Howard a little concerned about the way they were going about it, specifically asked if they were using Delphi project and was told no, and they did. – Community Profile project Alton – role of UNH Ext is to act as a facilitator non-biased and could not live in the town where project occurred – there was steering going on by people from the town – Delphi roundtable – Rep. Lang got certified in training and should be neutral to keep folks on topic

Request is under CPI – did Downtown profile for Tilton, NH – great value for Tilton

UNH approved as presented by Kelly McAdam

BC Conversation – Lisa Morin, Donna Hepp, Dean Anson presenting

Requesting an increase of \$25k – \$8k for glean partially funded by grants – takes excess food from farms, home gardeners, and bring to food pantries, Isaiah new shelter for homeless – coordinators position is not covered at current level – position will be expending 65k - bring in to county in forms of grants over 300k to county not all in one year – Gilford 300k Gunstock brook project – partner with F & G , also work in 2020 for Alton – other thing to note we have a lot of volunteer time with field work, grant writing, etc... prior to 2015 average was over 90k – Donna really hard to get \$'s to cover staff from grants – stream restoration and improving fish habitat – Meredith and Tilton/Sanbornton/Belmont area – think they are really making a difference – trying to get back up to funding – Lisa salary has been stagnated and want to increase her salary and she is covering her own benefit costs/mileage etc.....

Dean – paying taxes in county for over 35 years, his perception of BCCD – he must pay electric bill, his gym membership what does he get from it, but it preserves his long-term life. Tangible vs intangible – what bccd some things it does is not tangible – are 2 main thrusts this year are getting food for those less fortunate through the glean program – 2nd stream restoration – water quality – clean drinking water – getting food and giving it to them and clean drinking water – not tangible items – the other thing that we have accomplished for years – county will provide them with funding and they are able to take funding through grants and other sources of funding – change \$1 to \$10 in value added – bring contractors into county because they identified a project for someone else – asking to increase budget – rarely seen a person work harder than Lisa – Lisa was working Saturday night for this meeting – very appreciated

Lisa – county money helps them leverage to get grant funding –

Rep Aldrich – can you tell me the name of project in Gilford – Gunstock Brook – section 319 money – were not able to do actual project because grant money was not enough to contractors – so they did plant instead

Donna from there to Ellacoya State Park – wetlands walk – boardwalk created 20 years ago, getting state money go help fund – hundreds of volunteers – forest plan for Gunstock – special review for

habitat creation – putting in 2 woodcock demos – grants from state and NRCS 3 miles of stream restoration in the upper vales

Glean coordinator – \$8k

Rep. Howard – how much engineering was spent on project – \$38k was not all taxpayer money – Donna, we can continue to use to seek other monies for other projects

Rep. Howard – outside agencies that are not part of county govt to get off the dole – we need to be more efficient and reduce taxpayer's burden – he would make a motion to reduce it further – under mandate of 1934 – it was a self-funded volunteer organization

Donna – all counties have BCCD on their books – respect Ray's opinion, but they are trying to make a difference in the county – Rep. Howard hatchery New Durham, it is the community's responsibility –

Lisa \$.99 on 250k property – Rep. Lang – BCCD are governed by state statute – is it worth the taxpayer money – Commissioner Devoy – UNH doing good things got their budget passed – needs to understand that we have a mandate with UNH Ext – but BCCD does not have an MOU with them – soil and water conversation – Lisa part of public safety – Rep. Howard morphed into something it was not been to be

Rep. Sylvia – BCCD has space at a county office – no rent is being charged to them

Dean – some of inmates that are at a point in rehab and will use them to help them with different kinds of projects – worked w/a man who eventually was released and is now a productive member of society

Rep. Comtois 1st to level fund at 60k 2nd Sylvia

3 to 2 vote – Rep. Comtois, Rep. Sylvia, Rep. Aldrich in favor – opposed is Rep. Howard, Rep. Lang motion passes

Belknap Economic Development - Justin Slattery - 1 of 10 regional non-profits in state 1992 was when they started as State Office – they received support from county for several years until a few years ago, continue to focus on working closely with downtowns and communities, Tilton with downtown – working with IRP – aging workforce – working closely with mfg, healthcare, local students/

Rep. Sylvia - recently a development corporation set up for state school property where they involved and why not the lead – he was on commission to look at that property – working closely with Ball who is heading that commission –

Rep. Lang – what is your loan portfolio and what is return \$900k about 20 loans outstanding 6% - no recent losses but have had some significant losses – any efforts to become self-sustaining – relying closely on grants – working with BAF and CLF – harder time to develop work force – and more emphasis on fundraising – he is only FT

Rep. Comtois 1st level fund at 2018 \$0.00 2nd Sylvia - unanimous – motion passes

Rep. Lang – growth spurt – employment lowest in country and does not believe we need anymore growth at this point

Genesis Counseling Group – Lakes Region Mental Health Center – Ann Nichols, Director

Made a presentation recently to full delegation – asking to reinstate fund –

Adult outreach program 18 to 61 – short term defined 6 to 12 sessions – see handout

Mental Health system in NH is broken –

Rep. Howard – increase in amount you could bill the state – increase in Medicaid rates – but only for opioid use treatment – Spofford Hall – inpatient –

Commissioner Devoy – explain chart

5013C privately owned a member of community health services network – 1 of 10 mental health agencies that are contracted by State of NH – 19 of towns they serve are for emergency services only – what they ask counties for is for Adult Outreach program only –

Commissioner Devoy – make another comment – 40 hours a week/overtime but because they cannot afford healthcare

Rep. Howard – IDN – will you be getting funding from IDN – remains to be seen – but if it is approved, they will get funding from IDN – not sure how this looks – still working with people at the table

Rep. Sylvia – 1st move to level fund at 2018 amount of \$0.00 18 2nd Howard

3 to 2 Rep. Sylvia, Rep. Comtois, Rep Howard in favor – opposed is Rep. Lang, Rep. Aldrich – motion passes

No idea of % of mental health is also substance abuse

Rep. Sylvia –

Rep. Howard – State needs to support this, not the county – double dipping –

Rep. Lang county to pick up after service –

Ann – it is preventative – we deliver charitable services – and every single patient is under guidance of a physician –

Rep. Aldrich – are they still up in the air IDN – future funding –

Commissioner Devoy – if you decide to go to work – you are penalized because if you stay home everything is given to you

Community Action Program – Jean Agri, and Suzanne Demers,

Suzanne – overseas 3 programs –

Rural Transportation – now in Alton -? by Rep. Howard – lunch at Senior Center is always serves cold meals because it costs \$.50 more for a hot meal –

Jean – Family Planning –

Accept as presented

\$271,444

Break for lunch – reconvene 1:25 pm

Finance

Finance – waiting on revenue line fund balance until budget is finished

40% of IT cost in NH 60% in County budget –

Mainstay – CRM calls to Rep. Lang – what is the value

Discussion about outside payroll service

IT System Upgrade –

Jaimie – more efficient – coordinator but we have 24-hour support w/Mainstay –

It is a 3-year contract –

Commissioner Devoy – Systems engineering – Lang good company –

Table IT until end 1st Rep. Sylvia 2nd Rep. Howard

Unanimous – motion passes

